

Southeast Region SCIP Implementation Council

WIND LAKE VOLUNTEER FIRE DEPARTMENT
7857 SOUTH LOOMIS ROAD
WIND LAKE, WI 53185

Approved Meeting Minutes

Monday, December 12, 2011 at 1:30 PM

1. Call to Order

The meeting of the Southeast Regional SCIP Implementation Council was called to order at 1:30 PM by Chair Mark Owen (Ozaukee County). Chief Rob Robins was thanked for hosting the meeting.

Roll call: 15 of the possible 24 members were in attendance for a quorum. 4 members were excused and 5 were absent.

Attending: Mark Krueger, Scott Krueger (alt. for Phil Johnson), (**Kenosha County**); Tom Czaja, James Mayer, (**Milwaukee County**); Mark Owen, Bill Meloy, John Mesich, (**Ozaukee**); Tom Christensen, Rob Robins, Tim Zarzecki (**Racine County**); Chris Severt, Kevin Williams (**Walworth County**); Jim Gage, Bill Selzer (**Waukesha County**), Bill Stolte (**WEM –SE**).

For the record, Horace Staples, (Kenosha County – Law Alternate) and three non-member communications stakeholders were also in attendance, Joseph Dragotta, (Viking Communications), Brian Jansen, Waukesha PD Communications Supr., ComL, and Ben Schliesman, WEM – SE Region Director.

2. Approval of Meeting Minutes of September 12, 2011

Upon a motion by Rob Robins and second by Tom Czaja, the minutes of the September 12, 2011 meeting were approved as printed by a voice vote.

3. Public Comment

No Comments.

4. Committee/Work Group Reports

Technical Workgroup – Gene Oldenburg reported that radio system administrators - representatives from the eight counties met on November 17, 2011 at a meeting hosted by John Schrader at the Washington County Sheriff's Department.

5. Special Reports – Regional Coordinator Updates

Gene Oldenburg provided an update on regional interoperability matters since the last council meeting.

1. **Radio Channel Naming Standards Project Status** – The general feedback that has been received regarding the proposal and there is some opposition to the local agency naming concept and more support for standards on the interoperable channels. Current thoughts include “best practices recommendation for locals” and specific standards for interoperable channels consistent with APCO 2010 recommendations. One of the rationales for local standards is it establishes day-day familiarity so first-responders do not have to “learn” (remember) how to use interoperable channels when they are needed.
- **MABAS – IFERN Communications Policy Update** – This was recently updated. Regarding the use of IFERN2 in Southeast Wisconsin, it is very limited at the present time and the MABAS Communications Committee chairman is unable to provide a time frame when agencies will be asked to monitor. Funding for radio programming upgrades will determine when the channel is used.
- **OJA Mail Chimp Issues** – OJA uses an internet mail server called “Mail Chimp” to broadcast grant alert/funding opportunities. Some networks, including the City of Milwaukee, block these messages as spam due to multiple IP addresses being used by Mail Chimp. That is the reason the messages are rebroadcast.
- **Communications IMT (Incident Management Team)** – ComLs are currently developing a concept to address notification/deployment/work comp and other issues should they be needed to respond to a major incident/event. A Communication Advance Team would be able to rapidly respond with mobile repeaters and other equipment to rebuild a communications network in a stricken community or area. The team would be deployed for 24 – 48 hours and then turn the operations over to the locals. Rob Robins inquired about MABAS funding to assist. John Mesich noted that to get a ComL for an incident, the request would need to go through the county emergency manager to WEM.

6. Old Business

- **FCC Narrowbanding Mandate** – all counties in the region continue to make good progress and are on target to comply with the FCC deadline date of December 31, 2012. Fire paging narrowbanding appears to be the one area that will take more time to complete.
 - Hospital Narrowbanding Coordination & Contact Information – After an inquiry from council member Bill Selzer regarding the narrowbanding efforts/status of hospitals, Gene determined that the general recommendation is that hospitals coordinate their transition with the radio administrators in the counties where they are located. After attending a WHEPP Region 7 meeting on November 22nd, Gene distributed point-of-contact information between the county contacts and the hospital contacts.
- **CASM/TICP** - Development continues to progress slowly due to higher priorities and workload among the various counties. Gene continues to do data entry from whatever information is available. Most recent information was from a 2007-2007 mutual aid mobile/portable radio

channel programming survey done by the Southeast Wisconsin Communications Resource Support Group (SEWCRSG).

- **NECP Goal 2 Completion** – As of December 5th, as a state, Wisconsin was at 99%, with only Dodge County not submitting any reports. At the present time, it is unknown if there are any future plans for additional NECP assessments.
 - NECP Goal 1 Compendium of Findings report was released since our last meeting. The report evaluated planned events in the UASI regions nationwide and summarized the global findings. For reference, the Milwaukee region’s event was the June 24, 2010 “Big Bang” Fireworks during which the fatal O’Donnell Parking Structure collapse occurred. Contact Gene if you would like a copy of the report.

- **WISCOM Update**
 - OJA has a County Upgrade funding program to access WISCOM either as a free or daily user. Check the website at <http://interop.wi.gov> for additional details. The funding link is: http://oja.wi.gov/announcements_detail.asp?annid=601&locid=97
 - Dave Spenner, OJA/State Interoperability Coordinator sent a letter on November 15, 2011 to the County Executives/Administrator and County Board Chairmen of Ozaukee, Milwaukee and Waukesha Counties regarding an opportunity for a funded Interoperable Communications Consolidation Study that included the potential for WISCOM to expand to operate in the 800 MHz frequency band currently used in the three counties. The study would be done by Kimball under an existing state contract.
 - A new WISCOM Training Video is available for viewing on the Interoperability website.
 - Jim Westover, OJA/WISCOM Training Specialist is available to make informational presentations regarding the system to county public safety associations upon request. His email address is: jamesl.westover@wi.gov.

- **Define agency “local participation” in regional by-laws as required in Inter-Operability Policy Statement #2**

Gene explained that one of the deliverables under the grant is to implement Interoperability Council Policy #2 that ties potential grant funding to involvement in regional SCIP councils. A draft policy and companion “Local Agency Participation Evaluation Criteria Rating Form” has been developed after numerous discussions among all six regional coordinators and OJA staff to assist in evaluating participation that could be used in determining grant awards.

A very good discussion ensued and one of the main issues that surfaced is what type of participation is expected of small agencies with limited resources (i.e. a Volunteer FD where all of the members have other jobs/commitments). These agencies may be the ones who may need grant funding the most. Tom Czaja, who also serves on both the Mutual Aid Frequency Coordinating Group (MFCG) and the Interoperability Council (IC), suggested that the IC may need to review the policy statement and provide a more detailed definition of participation and

maybe include wording that would recognize the limited resources of small agencies. The consensus was to have Tom bring this to the attention of IC for review.

7. New Business

The Regional SCIP Implementation Council/Coordinator Grant Announcement to fund the coordinator position in 2012 was released in November. The process to accept the grant and renew Gene's contract is ongoing in the City of Milwaukee.

For the first time, a supplemental competitive \$5000 in funding was included with the grant. As part of the EGrants process, our region has applied to use the money to start to develop a radio user manual for first line personnel. The application required written approval from the regional council chair which was provided by Mark Owen.

8. Other Business

Mark Owen reported on December 3, 2011 he have received a letter of resignation from the regional council from Dave Harvey, Ozaukee County Fire Service Representative. John Mesich, Ozaukee County Communications Services Manager and current council alternate will become the third representative. Mark will act as the council liaison with fire service.

Mark Owen announced that due to his increased duties with the Wisconsin Emergency Management Association, he was stepping down as chair of the Southeast Regional SCIP Implementation Council. He will continue to serve as one of Ozaukee County's representatives on the council.

Per Section 3.3 (A) (8) of our by-laws, Vice-Chairman Richard Tuma becomes interim chair. Section 3.5 states an election will be held at our next meeting to fill the position. The chair's term of office is scheduled to expire in 2013. Anyone interested in the position should contact Gene Oldenburg.

County Reports

- **Jefferson** – No report.
- **Kenosha** – Obtained a MABAS base station via a grant and using budgeted funds, plan on installing MARC, WISPERN and Point-to-Point bases stations in early 2012.
- **Milwaukee** – The IFERN channel has been narrowbanded and the next in line will be the MOBEX equipment. Approximately 25 % of the FD mobiles and portables have been narrowbanded. The Milwaukee Fire Department is currently doing equipment installation and plans to complete the transition to “Open Sky” in January 2012. Congratulations to Jim Mayer who has been promoted to Captain with the North Shore Fire Department effective December 16, 2011.
- **Ozaukee** – All equipment has been narrowbanded except for fire paging which is anticipated to be completed in February/March 2012. John Mesich also reminded everyone that they need to update their FCC licenses(s) to indicate the narrowband modifier.

- **Racine** – Most of the fire departments have completed narrowbanding. There was discussion on what Minitor model was narrowband compliant. John Mesich advised that the Minitor V were complaint and some Monitor IVs may be narrowband capable depending upon manufacturing date but cautioned there are no guarantees.
- **Walworth** – The narrowbanding process is on-going. All Walworth County Sheriff's Department base equipment has been completed.
- **Washington** – no report.
- **Waukesha** – the narrowbanding of fire paging equipment is scheduled to be completed in the spring of 2012. Waukesha County is in the process of moving from an analog 800 trunked radio system to a digital system in 2013 – 2014.
- **General Audience** – Joe Dragotta (Viking Communications) recommended completing the narrowbanding work as soon as possible because there are many private systems that still has to be done. He remarked there is the potential for product and labor (technician) shortage during the second half of 2012 as a last minute rush occurs to comply with the FCC deadline.

9. Upcoming Meetings/Events

- January 17 -18, 2012 – Interoperability Symposium
- January 19, 2012 – WISCOM Upgrade/Grant Program Training – Wausau, WI
- ComL Training January 23 – 26, 2012

10. Next Meeting Date and Location

The next meeting will be:

Date: **Monday, March 12, 2012 at 1:30 P.M.**

Location: **Fox Point Police Department
7300 North Santa Monica Blvd.
Fox Point, WI 53217**

11. **Motion to Adjourn** – Upon a motion/second and voice vote, the meeting was adjourned at 2:50 PM with happy holiday wishes extended to all.

Respectfully submitted

Gene Oldenburg
SE Wisconsin Regional SCIP Implementation Coordinator

Approved 03.12.2012