
STATE INTEROPERABILITY COUNCIL

WI STATE CAPITOL
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GOVERNOR'S CONFERENCE ROOM
MADISON, WI 53703
MARCH 29, 2012
1:00PM

MEETING MINUTES

ATTENDANCE

MEMBERS

- Matt Joski, Chair
- Greg Engle
- Steve Hansen
- Markley Wahl
- John Freund
- William Stolte
- Jeff Ohnstad
- Lynn Shubert
- Jennifer Lord

VIA TELECONFERENCE

- Mindy Allen
- James Koleas

GUESTS

- Gene Oldenburg
- Carl Guse
- Steve Fitzgerald
- Tim Pierce
- Kent MacLaughlin

OJA STAFF

- John Murray
- Dave Spenner
- Tony Peterson
- Jim Westover
- Peter Fiala, CST

Quorum Established

MEETING CALLED TO ORDER AT 1:00PM

INTRODUCTORY REMARKS

John Murray introduced Matt Joski as the new Interoperability Council Chairman and he thanked the committee members on behalf of the Governor for their contributions.

REVIEW AND APPROVAL OF JANUARY 17, 2012 MEETING MINUTES

Point of Clarification – The meeting took place at the Statewide Interoperability Symposium and a quorum was not established. Council members, in addition to panelists are represented on these minutes.
Corrections – Delete the last sentence on page 2.

MOTION

Motion made by Greg Engle to approve the January 17, 2012 meeting minutes.

Motion seconded by Steve Hansen

Motion carried with corrections

STATEWIDE SYSTEM MANAGEMENT GROUP (SSMG) REPORT

Matt Joski emphasized the history and explained what brings us to where we are. In the early days, interoperability was an uphill battle and was thought to be an unattainable goal. The technology, people, and relationships have made it the success it is today – thanks to those around the table.

Final Acceptance Testing – The factory testing has been signed off on to make sure the system does what it is promised to do. Now it is a living, breathing, and piece of technology.

Sight Update – There are 70 sites up and running. Added to that will be the local partner build-out (in those areas would be 95% portable coverage). Included will be Douglas, Taylor, Sawyer, Kewaunee, and Iowa Counties who see the system as a viable option to a standalone system.

Correction: Carl Guse stated that there are 75 sites that are on (74 of 80 core sites). An 800 MHz site in Milwaukee will be up soon and they are just waiting on the equipment. In total, there are 6,500 radios turned on the system.

SSMG Meetings – The SSMG meetings are held monthly and are open to the public. Anyone who wants to get a first-hand look is invited to attend.

WISCOM Ribbon Cutting Ceremony – IC Council members are invited to attend the WISCOM Ribbon Cutting and former commissioning of the system on April 30, 2012, from 10:30am – 11:00pm at the Fond du Lac Police Department.

MUTUAL AID FREQUENCY COORDINATING GROUP (MFCG) REPORT

Carl Guse, Vice Chair gave an overview of the MFCG. The group is chaired by Tom Czaja who was not able to make it to this meeting. At the January 3, 2012 meeting at OJA, the group continued to work on the Dane County application for countywide system mutual aid. The system is rather large so it has taken some work to resolve. There are some questions the group has for them and will be finalized shortly.

The next meeting's agenda will include a discussion around adding the ICS205 form to the SCIP plan.

The group is trying to work out a process to share encryption code for common usage to harmonize with the northeast part of the state procedures. This is necessary since some radios can only support one code.

Questions:

Is the code a DES code? Answer: Yes, the longer term plan is to use this new standard. The implementation is still in the planning process.

Is a code required from NEWCOM to get this going? Answer: We're trying to work out a process that is practical.

The next MFCG meeting is scheduled in May, 2012.

OLD BUSINESS

Review and action on Naming Protocol for Public Safety Local Channels – Gene Oldenburg briefed the reference handout on Naming Standards. He also gave a brief history on the Channel Naming Project. This is a funding and local control issue. In April of 2011, Gene spoke with radio administrators in southwest Wisconsin to make them aware of the naming standards.

In a discussion on April 18, 2011, the group agreed that something should move forward with respect to Annex A. The group asked that a formal document be brought back by June, 2011. They like the concept and requested to move forward to the IC after being looked at by the SSIG group.

In September, Gene made a presentation to the IC and a motion was made to adopt the draft and distribute to stakeholders for additional comment. Feedback was incorporated into the draft document and address standards for mutual aid and local agency naming of these complex radios.

Key points of the naming standard document are:

- Rather than being a mandate, it is a guidance document available to anyone.
- Implementation phase concern: agencies have existing radios they don't want to reprogram because of cost.
- Training component
- It is a goal to adopt naming protocol by 2020.
- If specific agencies don't have plans to move to this standard, we recommend they at least adopt a template of it so others can program their names into the radios. Agencies who have adopted the standard will see some agencies are not available on that channel.
- The idea behind the APCO standards of naming law is that end users don't end up using more than 1 or 2 channels. Fire is much more integrated than LE in this respect. The goal is to implement a training standard, manual and web-based training moving forward.
- The plan is intended for people to understand who is using what channels whether or not they use the standard. Currently there are too many channels being used.

Some feel this is too complicated for their agency however in reality it won't be. This is nothing more than a reference on a computer. No other state is this far advanced as far as channel naming. This document shows an evolution, it is a dynamic document. Look at it as a start. This is the final recommendation.

MOTION

Motion made by Steve Hansen to adopt the public safety naming standards policy as written as an advisory/recommended practice.

Motion seconded by Mark Wahl

DISCUSSION

Jennifer Lord recommended adding formal language that the "State of WI recommended standards".

Motion carried

Gene Oldenburg will add the adopted date and will forward on to Dave Spenner.

NEW BUSINESS

ICSG recommendations for SCIP Policy regarding P33 Telecommunication Standards – Dave Spenner

911 dispatch center personnel have been working at benchmarks for PSAP best practices. They did not want to invent their own documents, but look at what has been published as best practices already from larger stakeholders.

The board discovered they didn't need to generate mandated requirements, but create a list of training topics generic to dispatch centers. They could also take that list and give it to technical colleges who develop courses marketed to students who could potentially seek a certificate. Eventually there could be

a set of students who have already been exposed to training endorsed by the IC. The ICSG thought this would be marketable. Telecommunication standards are based on P33 standards.

The draft motion requires further refinement. Some would have to be done by OJA. The plan is for ICSG to collect input from stakeholders, including what is urgent, not urgent, and a list of topics for tech school curriculum.

In regards to P33 standards, APCO is the international voice of public safety officials. They developed a list of topics resulting in training standards for telecommunicators. They have a program that in order to be credentialed they send monitors to look through an agency's materials, and see how well they meet the standards. Those who meet the threshold are certified. This is not the direction the ICSG is going in. At this point they are saying benchmarks are sufficient.

MOTION

Motion made by Greg Engle to adopt ICSG's SCIP Policy regarding P33 Telecommunication Standards for public safety communicators.

Motion seconded by Steve Hansen

Motion carried

William Stolte made a recommendation to change the last part of the sentence "collect stakeholder information" to "developing and prioritizing" so it stays updated with technology. This will come back for adoption by the IC at the end. This adoption is only provisional.

SSIG Discussion regarding "Active Participation" definition on regional councils – Gene Oldenburg
In 2009 the IC adopted (STATEMENT #2 IN HANDOUT) starting 2010. This is grant-deliverable to each regional council. The SSIC is taking the participation statement attempting to apply it statewide. Since January 2011 the stakeholders have been developing substance to this statement. There are different expectations for Milwaukee PD with 2000 personnel vs. Village of Sharon in Walworth.

Regional coordinators have met several times and are trying to develop the initial intent of this policy. Tom Czaja was going to bring it back to the IC to define 'active participation'. Regional coordinators tried to make a universal standard. On March 12th they adopted the policy which is very short but broad-based. (OJA will look at compliance as part of funding requirements) The council then rated a list of 15 tasks which each member evaluated independently. They decided this year to use the list as a start to survey local participation and to provide the local coordinator with the necessary software leading to development to tactical operation plan.

The council is using the assistance of each EM program to develop end goals of the SCIP plan, and it also wanted to see if the IC would like to refine or clarify any requirements. The goal is to be clarified, not per region, but statewide. There was a general agreement that local agencies should show some sort of intent, but that the intent should probably be regional. The southwest part of the state did the same thing and rated high, medium, or low.

The concern is to define what "active participation" means across the different regions of the state. It was decided that the regional council put forth their criteria and that agency would be asked something to the extent of "have you completed/complied with your council's approved criteria?" They would have to affirm this, or affirmative action by applicant.

This item was put on the next agenda.

2012 HSGP Interoperability Funding Strategy – Greg Engle

Greg gave a description of the 2012 funding process. Every year OJA is required to submit an application and investment justification, which is tied to the statewide strategy. Since 2006 OJA has formed a public safety committee, including a variety of agencies. They met on March 7, 2012 to discuss and prioritize applications and investments. On April 10, 2012 they'll present draft recommendations which will be submitted to FEMA on May 4, 2012.

Funding has been cut down about 80% since FFY2010. The Feds consolidated the grants. Milwaukee was eliminated from UASI. The budget went from \$15 million down to \$2.8 million this year. This constrains what we can do.

The Public Safety Committee recommends:

- Continuing to focus on core priorities, so not funding by spreading money around
- Focusing on continuing investments, no new initiatives.

Using these two guidelines, here are some of the programs they recommended keeping:

- Communications Interoperability
- NIMS/ICS Training Exercises
- Statewide Information Center
- AERT teams (SWAT and bomb)
- Statewide Admin at OJA

OJA staff looked through the budget and minimums, and developed the justifications. It is a Federal requirement that 80% of funding has to pass through local units of government. In FFY11, OJA included the COML training program, and MABAS. These programs will be funded in FFY12 out of current grants. In FFY13 we'll come back and make that decision. That money will end on August 31, 2012.

Gaps were identified in the SCIP Plan in December, 2007 and readopted in 2010 under the SCIP Report. In 2012, funding was used to expand capacity to WISCOM, local infrastructure, local government for purchase of equipment, a portion of project costs (matches) and allocations based on risk assessment.

The strategy in 2006 was in response to the debate over accommodations to higher risk in some geographical areas. Two additional counties may come on by the end of 2014 for a total of 8 counties or municipalities.

MOTION

Motion made by Jennifer Lord to include COML for \$20,000 of \$1 million to keep it funded.

Motion seconded by Kent MacLaughlin

Jennifer Lord emphasized that there is a demand for this training. MABAS and others have requested this class. In order to meet this demand it needs to be funded. Equipment is important but a lot of things are established by training that the COML is building throughout the state. For a low cost it provides high gains.

Motion carried

Nomination of Jennifer Lord (DNR) for the RECCWG – Dave Spenner

This work group coordinates regions in MN, WI, IL, MI, OH and IN. Dave and Kent serve on the group, which includes 4-5 people from each state. The group focuses on interoperability, survivability, and operability. FEMA requested this group to be implemented.

There are some vacancies right now and there is a possibility there would be a nomination from Wisconsin. Jennifer Lord has shown interest in serving on this work group. In terms of background, she is a radio communications specialist for the DNR. She provides leadership and direction of the program for fire and law enforcement at the DNR. Her role involves both operations and planning. She has also worked for Homeland Security at OJA and before that was an Interoperability Planner for Clark County Emergency Management.

MOTION

Motion made by William Stolte to nominate Jennifer Lord and prepare appropriate comments to regional administrators.

Motion seconded by Kent MacLaughlin

Motion carried

Statewide Communications Plan Goals Update – Dave Spenner

The update gives an overview of short term goals and objectives and guidelines to prosecute. Most have been completed or are in process of implementation. Only some have not been started.

In 2012, we have ability to look at what we have been doing and come up with a new list of goals and objectives and align goals with continuum lanes. We want to spotlight that this information exists and has a list of priorities for the council to tackle in 2012.

One area not covered is the approval of the allocation of the D Block Spectrum and ability to implement a public safety wireless broadband system. We are beginning to come up with goals and objectives. There will be a workshop on the system on May 1, 2012 in Appleton and lodging has been authorized for the council. It will include an overview of how it works, what it does and ways it could be rolled out state to state. In the afternoon is language crafting. There will be some national governance forming to establish guidelines to make the system work nationwide.

A national group called the First Responders Network Authority will hold license for how we transfer information in wireless format. States will have 90 days to decide how to implement and/or will have the opportunity to operate seamlessly with the rest. There are pros and cons for each option.

Funding is coming available for state assistance. \$135 million in implementation grants is expected with match requirements to help implement this broadband system. Also \$7 million is included to construct a nation-wide network. Funds will build 25% of networks nationwide. Public/Private Partnerships are also possible. The discussion on May 1st will cover how to carve out what are going to be the goals and objectives for years ahead.

The Public Safety and Communications Evolution document is great reading for the upcoming meeting. It talks about how transmitting data will and can happen across the state. This includes video, audio, mug shots, etc. We're actively involved in voice communications and land mobile radio. Essentially data transmission will all become the same. The convergence of these components is imprecise because landlines have not been replaced by wireless yet and land mobile radio has also not been replaced.

DISCUSSION ITEMS FROM MEMBERS

Kent passed around a map describing IPAWS. CONELRAD started in 1951, which turned off our radio stations so Russians couldn't infiltrate frequencies. It was called EBS after the Bay of Pigs, and then

changed to EAS in the 1990s. CAP is a database that receives and transmits XML messages with expanded capabilities for info, data, pictures, etc. There will continue to be expansion of capabilities. CAP is an interoperability tool to warn the public and the best tool to immediately tell the public what is going on and where it is going on. The question is how else do we communicate with the public? There will be return communications as well.

MOTION

Motion made by Kent to consider supporting IPAWS.

The ECC is made up of broadcasters and public safety people and is completely un-funded. In Wisconsin we've done a good job without funding. In 2 years, 24 non-weather emergency messages (EAS) messages have been sent by local governments. They agreed to broadcast any EAS message that was sent. Counties were trained. Cudahy has sent a few EAS messages after the Patrick Cudahy Plant fire. They may have saved some lives but are not sure. IPAWS is improving the system.

Minnesota is implementing this. They are going to have the capability to send messages to cell phone users. Which is why I'm bringing this to the council and do with it what you see fit. There may be efforts that replicate what IPAWS is doing. Some counties may have private services that are already doing something like this.

Maybe the state could do a cost shift or save this money by moving to a standard system across the state. Develop our own system, refine the existing system and have the state buy it.

This motion was not seconded and not passed.

NEXT MEETING DISCUSSION

April 30, 2012 is the WISCOM Ribbon Cutting Ceremony.

May 1, 2012 is the SCIP update session and workshop.

May 30th – June 1st is SIMCOM.

Future meetings will be second Thursday of the month at 1:00pm at OJA

The next meeting will be on July 12, 2012 at 1:00pm.

MEETING ADJOURNMENT

Travel vouchers and W-9 forms will be sent out. There is also a statement that declares any outside affiliations disclosure that new members need to sign. It doesn't preclude your participation but notes any affiliations that require an abstention.

MOTION

Motion made by Jennifer Lord to adjourn.

Motion seconded by William Stolte

Motion carried