Southeast Region SCIP Implementation Council

WAUKESHA COUNTY COMMUNICATIONS CENTER
1621 WOODBURN ROAD
WAUKESHA, WI 53188

Meeting Minutes

Monday, September 8, 2014 1:30 P.M.
DRAFT

1. **Call to Order/Roll Call/Determination of a Quorum**

   The meeting of the Southeast Regional SCIP Implementation Council was called to order at 1:35 PM by Chair Rob Robins.

   Roll Call: A quorum was determined by Chairman Robins

2. **Approval of the Meeting Minutes of September 19, 2013**

   A motion was made by Todd Lindert, seconded by Bill Selzer to approve the minutes from the September 19, 2013 meeting. Unanimously approved.

3. **Public Comment**

   None

4. **Introduction of New Regional Interoperability Coordinator**

   Tom Czaja introduced himself as the newly appointed Regional Interoperability Coordinator for the Southeast Region and stated he was looking forwarding to working with the Council.

5. **Old Business**

    a.   **Tactical Interoperability Communications Plan**

        Tom Czaja has reviewed the TICP's which have been completed for the southeast region and they need updating. Tom will be working with County Emergency Management Directors to update the plans. Ben Schleisman, the SE WEM Regional Director, invited Tom to the next meeting of the southeast Wisconsin County EM Directors and Tom will be attending.

    b.   **Communications Asset Survey and Mapping (CASM)**

        Tom Czaja discussed the updated version of the CASM and data for the southeast region needs to be updated. One of Tom's goals will be to update the CASM for southeast Wisconsin.

    c.   **WISCOM Update**

        Tim Pierce, the Statewide Interoperability Coordinator, presented an update on WISCOM.

        Gene Oldenburg has been hired as an LTE and will be in a customer support role with WISCOM. Jim Westover, the previous WISCOM Program Manager, has taken a position with a private vendor creating a vacancy for this position. Tim reported that they are currently interviewing applicants and hope to have the WISCOM Manager position and another vacant position filled by the end of the year.

        Tim turned the floor over to Carl Guse, the State Frequency Coordinator, for a WISCOM update. Carl reported that 640 users are currently registered to use the WISCOM system with 110 daily users. Presently there are over 100 sites throughout the state. Juneau County is the newest daily user where there are 4 sites and Juneau County is the first in the State to have simulcast capabilities on the WISCOM system.

        Rob Robins asked about the City of Greenfield and Carl reported that Greenfield is a daily user. They are currently addressing some challenges which arose.

    d.   **Governance Assessment**

        Tom Czaja discussed the Governance Assessment conducted by the Office of Emergency Communication in April 2014. The overall analysis indicated the southeast region is doing well. The Assessment indicated that communication between the State and the Council members could be improved along with communication between the Council members their respective stakeholder organizations. Attendance and lack of quorums appears to be an issue with

Regional Councils throughout the State. Tom is open to any suggestions as how to improve in these areas and will works towards strengthening these weaknesses. Tom will also be updating the bylaws using the suggestions listed in the Assessment.

6.   **New Business**

a.   **Updated Statewide Interoperability Plan (SCIP)**

Tom Czaja reported that the Office of Emergency Communications conducted a 2 day stakeholder workshop in Oshkosh in April 2014 to discuss updating the SCIP. Tom attended one day and reported very good attendance and with many accomplishments. The revised SCIP will follow a nationwide template and will be more streamlined compared to the present SCIP which is 7 years old. Discussion was held at the last Interoperability Council meeting concerning which appendixes in the current plan should be included in the revised plan. Tom will review the current plan and make a recommendation to Tim Pierce.

b.   **Southeast Region SCIP Implementation Council Vacancies**

Tom Czaja discussed the current openings on the SE Regional SCIP Implementation Council. Scott Ziegler, Ozaukee County EM Director, will discuss with the Ozaukee County Chiefs regarding the vacancy created by the retirement of Chief Malloy of Saukville. Tom Czaja also asked assistance in locating a representative for Walworth County Fire Service.

c.   **Interoperability Initiative Update**

Tim Pierce passed out a copy of the recent AUXFOG which is similar to a NIFOG but is specific to Amateur Radio. Rob Robins suggested distributing these to the County Emergency Management Directors. Ben Schliesman, the SE Wisconsin Emergency Management Director, volunteered to distribute the AUXFOGS to the EM's.

Tim reported the Interoperability Initiative website is up and continues to be updated. The website will be included on the DOJ web site by the first of the year.

Tim is in the process of developing a Wisconsin Field Operations Guide (WIFOG) and has asked the Regional Interoperability Coordinators to gather data from the PSAPS and 24 hour dispatch centers in their region. The WIFOG will be available online and an app will be designed for the stakeholders to use.

Tim provided an updated on the new regional coordinators and introduced Terek Taillon who is the new Public Safety Broadband Planner.

Tim discussed updating the standards for COML's. Tim brought this up at the last Interoperability Council meeting and the Council directed the SSMG to meet with WISCOM users to determine the updates needed for COML and COMT certifications.

7. Other Business

    a. **County Reports/Updates**

        1. Racine - Currently updating radios with MABAS channels.

        2. Walworth - No Report

        3. Waukesha

            a. Gary Bell reported a project delay regarding the Vernon tower.

            b. Rob Robins asked about if there is any plans for an 800 MHz interface on IFERN so Racine County units can use IFERN in Waukesha County. Gary Bell stated he can look into it.

            c. Gary Bell is currently reviewing revised talkgroup templates for Waukesha County and hopes to have it completed by the end of September.

            d. Gary Bell announced a meeting will be held on September 9, 2014 between Milwaukee and Waukesha Counties to talk about the 2 systems.

        4. Jefferson

            a. Site will be put up at Sullivan to resolve fire department paging issues.

            b. Tim Pierce asked about next generation 911 and Waukesha County is looking at a new phone system since they are 2 years over the end of life of the system.

        5. Kenosha - No Report

6. Ozaukee

    a.   An additional tower site will be placed at the Ozaukee Justice Center and will be WISCOM equipped.

    b.   Ozaukee County is looking at replacing the current EDACS System to a P25 system.

    c.   Scott Ziegler, Ozaukee EM Director, is dealing with radio naming issues.

    d.   Scott Ziegler mentioned they are planning an exercise in March 2015 with a communications component.

    e.   Scott Ziegler spoke about a WISCOM tower at Harrington Beach State Park and Carl Guse reported it should be up on September 9, 2014.

7. Milwaukee County

    a.   Tom Czaja mentioned that the MACCABI games will be held in Milwaukee County August 2-8, 2015. The games are Olympic style games for Jewish teenagers and may attract over 1, 500 participants. Tom Czaja is co-chair of the security committee and security is of primary importance. Up to 10 law enforcement agencies may be involved and interoperability is crucial. Tom will be using a COML to develop an ICS205and the WEM Command Post will be requested.

b.   **Upcoming Meetings**

Tom Czaja announced the upcoming meetings:

    CIB Conference   Radisson Hotel & Conference Center, Green Bay
    9/17/14 - 9/19/14
    Info available at Wisconsin DOJ Web Site : *www.**doj**.state.**wi**.us*

    SSMG/WISCOM   Wisconsin State Patrol District, DeForest
    10/10/14   9 A.M.

    NENA/APCO Conference Kalahari Resort, Wisconsin Dells
    10/26/14 - 10/29/14

    Interoperability Council WEM - Department of Military Affairs Hq., Madison
    11/10/13   10:00 A.M.

8. **National Public Safety Wireless Broadband Network (FirstNet)**

Terek Taillen, the State Public Safety Wireless Broadband Planner, presented a PowerPoint presentation on Broadband 101 and answered questions about Broadband and FirstNet in Wisconsin. Tim Pierce gave an overview of the progress of Wisconsin compared to other States.

Next Meeting Date and Location

Next Meeting: **Monday December 8, 2014 at 1:30 PM**

Location: **Waukesha County Communications Center, 1621 Woodburn Road, Waukesha, WI**

9. Motion to Adjourn

Motion Made by Todd Lindert, seconded by Bill Selzer, unanimously approved to adjourn at 3:14 P.M.

Respectfully submitted,
Tom Czaja
SE Regional Interoperability Coordinator