

WISCONSIN STATE INTEROPERABILITY COUNCIL

FEBRUARY 11TH, 2016

WISCONSIN STATE PATROL DEFOREST POST
911 WEST NORTH, DEFOREST, WI 53532

MEETING MINUTES

1. Meeting called to order by Chair Matt Joski at 10:04 AM
2. Determination of a quorum: 10/12 present (In-person: Joski, Ohnstad, Satula, Cagigal, and Van Boxtel, Fortunato, and Hansen. Via teleconference: Schaller, Allen, Wentlandt. Excused: Stolte, Schubert.)
3. Review and approval of December 16th, 2015 meeting minutes: Motion by Van Boxtel, second by Satula. Unanimous approval.
4. Old Business
 - A. **Interoperable Communications Homeland Security Grant Program Multi-Year Funding Plan:** Lara Kenny and Shannon Ladwig (WEM) provided updated plan documents that had been revised since the last IC meeting on December 16th, 2015.
 - I. Possible Action to Make Formal Project Recommendations to Funding Advisory Council for FY2016.
 - (1) IFERN Base Station: The IC discussed whether the 10 listed counties should be added to the plan for future funding. Hansen argued that MABAS is a sustainable project that has been around for many years and is close to completion. There are 8 counties ready to go now and 4 more will be ready next year. Motion by Fortunato to include funding for IFERN Base Stations for Douglas, Door, Waupaca, Buffalo, Clark, Trempealeau, Forest, Price, and Ashland counties, second by Hansen. Unanimous approval.
 - (2) RICs: In January 2016, WEM was notified that the Southeast Regional RIC resigned and accepted another position. This vacancy will leave the Southeast and Southwest regions vacant until the City of Milwaukee can fill this vacancy. The IC discussed whether the RIC program should continue to be marked as a priority funding request in FY16. Joski argued that the vacancy does not impact the urgency or need for the RICs, they continue to be the fundamental foundation of the interoperability initiative in Wisconsin. Czaja noted that the City of Milwaukee is still interested in funding, and a resolution for RIC funding is being sent to the city council. The SW Regional Council Chair also supports the continuation of funding. Oldenburg stated that the SE/SW Region meetings in March will be handled by the SWIC, after that there needs to be discussion on who will handle those meetings. The way the grants are written the other two RICs cannot cover the Southern region. The IC decided that there is no change requested at this point so no formal motion is needed.

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- (3) New Proposal: Wisconsin's first Type 2 Incident Management Team (IMT) was established in May 2013. The team became operational in 2014 and a gap has been identified as the team needs radios, accessories, and repeaters. The estimated cost is \$69,800 which was verified by Jennifer Lord to ensure the necessary equipment was included. Motion to approve by Ohnstad, second by Van Boxtel. Unanimous approval.
- II. Review and Possible Action to Update Plan for Federal Funding Years 2015-2017.
- (1) Equipment - WISCOM Infrastructure: Discussion on creating a new section (letter E) in the plan to include testing equipment for WISCOM. Motion to include by Fortunato, second by Hansen. Discussion then led to determining which agency the grant would go to. Ohnstad offered DOT to be the grantee. Unanimous approval.
- (2) Equipment – Radios: New Purchase: it was suggested that the WISCOM viability study be completed before any action should be taken.
- (3) Equipment - Radios: Reprogramming & Trunking Upgrades for WISCOM Use: it was suggested that the WISCOM viability study be completed before any action should be taken.
- (4) Planning & Assessment – RICs: no changes requested.
- (5) Planning & Assessment – WISCOM Viability Study: In process.
- (6) Planning & Assessment – Engineering Studies: In process and have met the request for FY15. The turnback funding can be reallocated but will not necessarily stay within this project.
- (7) Planning & Assessment – Cyber-Security Study: It was suggested that this is a placeholder for a potential study in the future. There is no proposed project at this time. Potential action item for the WISCOM subcommittee.
- (8) Planning & Assessment – WISCOM & Border States Study: Suggested that the viability study be completed first. Kesler stated that Douglas County is currently working with a county in Minnesota that potentially has funding available for a border state study and may look to Wisconsin to contribute some minor expenses. No changes requested.
- III. Lara Kenny will update the plan with the approved changes and send to Oldenburg to distribute to the rest of the IC. An informal estimate was calculated at the meeting to include a total of \$472,000 being requested.
- B. WISCOM Subcommittee**
- I. Chair report: Chair Keith Kesler reports subcommittee has not met since the October 20th meeting. The chair has sent out ideas to the subcommittee members of issues that should be addressed. Kesler will work with Josh Ripp to formulate other action items for the subcommittee.
- C. Nationwide Public Safety Broadband Network (NPSBN) Subcommittee**
- I. Membership nominations: Oldenburg (DOJ/SWIC) reported James Klas (Educational Communications Board) was nominated as the Department of Administration/Division of Enterprise Technology representative, and Paul Hughes (DMA/WEM) as the Department of Military Affairs representative. Motion by Cagigal, second by Satula to approve as presented. Unanimous approval.
- II. Chair report: Chair Jeffrey Nett has nothing new to report.
- D. 911 Subcommittee**
- I. Chair report: Cullen Peltier reports that the subcommittee met on February 1st, 2016. Discussion at the meeting included talk of what training was being offered at local technical colleges and OEC training. The subcommittee plans to hold another meeting on February

19th with OEC to start planning NG911 workshops across the state. The subcommittee has also reached out to APCO for recommendations on training. Peltier reported that the subcommittee plans to meet quarterly to mirror the IC and the next meeting date will be on Monday May 9th. Chair Joski inquired about the subcommittee's discussion of a funding mechanism and offered to send Peltier an article published by Wisconsin State Assembly Representative Jacque. There was then discussion regarding a possible action item for the 911 subcommittee to identify all PSAPs in Wisconsin, including obtaining a description of the capabilities of each center. Oldenburg noted that the BSSA is currently distributing a survey that could contribute to this task.

E. Land Mobile Radio (LMR) Subcommittee

- I. Membership nominations: Oldenburg reported that Todd Nehls (WEM) was nominated as a Department of Military Affairs representative, and James Jarvis (US DHS/OEC) was nominated as a Federal Entity representative. Motion by Fortunato, second by Van Boxtel to approve members as presented. Unanimous approval.
 - II. Chair report: Chair Randy Frailing was absent and there was no report out to the IC.
- F. WISCOM Update:** Josh Ripp (DOJ/WISCOM Program Manager) provided updates on the current testing of identified issues. Ripp is continuing to work with the Health Care Coalition and vendors to prepare for WISCOM deployment in hospitals throughout the state. It was discussed that training will be an ongoing process and will need to continue even after deployment. ISSI discussions are continuing with several counties throughout the state. Dane and Milwaukee counties will be the next layer but will not be available for use for quite some time.

WISCOM was operated successfully during an incident in Neenah, during which Fond du Lac sent a bearcat to assist. During this incident channel naming issues were brought up, highlighting the need to follow channel naming standards.

Further discussion led to the possibility of Power Utility Companies, in coordination with WEM staff using WISCOM in case of long term power outages. This is in the discussion phase at this point while attempting to get permission from the FCC, as waivers will be needed.

There has been interest from people becoming daily users of WISCOM. The viability study should help identify how to address this in the future. DOJ staff is currently in the selection process for the RFP for the viability study.

- G. FirstNet Update:** The RFP was released on January 13th, 2016 and can be found on the firstnet.gov website, along with the reading room which contains all the documentation each state submitted to FirstNet. The documentation in the reading room is available to the public and will be used by the winning vendor to create the state plan. Responses to the RFP are due on April 29th and the current timeline estimates the contract to be awarded in November.

The SPOC kick-off meeting with DOJ staff and FirstNet representatives has been scheduled for February 29th, 2016. The agenda for the kick-off meeting will include discussing and documenting the 2016 outreach goals and activities for the State engagement strategy. In the first half of 2016 FirstNet also plans to participate in a Governance Body meeting, which will likely include the IC meeting in May. FirstNet also plans to hold an Executive Consultation Meeting with the State in the second half of 2016. The expected audience of this meeting includes the SPOC, Governance Body Members, Elected Tribal Leaders, Governor's Staff,

Governor's Public Safety, Technology, and Legal Related Cabinet, Metropolitan Public Safety Leaders, and Rural Public Safety Leaders. FirstNet also plans to host a webinar for the Consultation Task Team after it has been established. There has been discussion about the NPSBN Subcommittee to be included on the Consultation Task Team.

The current position openings in the Interoperability Unit at DOJ are still in the process of being filled. Outreach has continued at several conferences throughout the state including Wisconsin EMS Association Working Together 2016 Conference and the Wisconsin Chiefs of Police Association Winter Conference. FirstNet board member Chief Chris Burbank, along with Tom Czaja, conducted an hour long presentation on FirstNet at the Wisconsin Chiefs of Police Association Winter Conference. This presentation generated a lot of interest and increased the flow of traffic to the Interoperability booth in the exhibition hall.

- H. **Joint Finance Committee WISCOM Report Workgroup Update:** Hansen expressed interest in being involved, and Czaja is willing to provide any information needed to the workgroup. Once the next meeting date has been established information will be sent to the IC.
 - I. **CIB Interoperability Unit/ SWIC Updates:** As mentioned earlier, hiring is in process to fill the vacancies in the Interoperability Unit. Available DOJ staff and the RICs are continuing outreach at conferences. Oldenburg (SWIC) and Fortunato (SPOC) will be going to the Michigan Statewide Interoperable Communications Conference in February, where Oldenburg will be presenting on the Promise of FirstNet for a Music Festival. Updates have been made on the Interop.wi.gov website to include quick links to important documents on the home page. An interoperability brochure was also created for distribution and is available on the interop.wi.gov website as "Helpful Websites for the Interoperable Communications Community."
5. New Business - Jim Jarvis stated that annotations to the SCIP are appreciated and he encourages another review of the SCIP to be completed. He suggested that the COMU/COML activities be updated. Oldenburg noted that these updates have not been forgotten but simply tabled for later attention due to staffing deficiencies. Jarvis also mentioned that he is looking for after action reports for milestones in order to update the National Emergency Communications Plan. Further discussion led to APCO's creation of project 43 and how broadband will impact what is happening in the PSAP.
 6. Set Next Meeting Date – Currently set for Thursday May 12, 2016 from 10AM-12PM. DOJ staff will look into the possibility of holding the meeting at the Fond du Lac Fire Department.
 7. Motion to adjourn by Satula, second by Van Boxtel. Unanimous approval. Meeting adjourned at 11:55 AM.

Respectfully submitted,

Gene Oldenburg
Statewide Interoperability Coordinator (SWIC)
DOJ/DLES/CIB – Interoperability Unit