

**LAND MOBILE RADIO (LMR) WISCOM SUBCOMMITTEES
JOINT MEETING**APRIL 17, 2019
1:30 PMDEPARTMENT OF MILITARY AFFAIRS
2400 WRIGHT STREET – SEOC TRAINING ROOMS A104/105
MADISON, WI 53704**MEETING MINUTES**

- 1) Meeting convened at 1:31 PM
- 2) Determination of Quorum for Each Subcommittee

LMR Subcommittee Quorum was established with 8/13 members attending. Present in person: Jim Jarvis, Ken Kortenhof, Todd Lindert, and Marie Treazise. Present via Teleconference: Carl Guse, Russell Schreiner, Sheriff Paul Susienka, and Jim Westover.

WISCOM Subcommittee Quorum was established with 8/15 members attending. Present in person: Brad Altman, Joseph Baasch, Darren Chappuies, Keith Kesler, Gary McClelland, Jan Victorson, and Margaret Zieke. Present via teleconference: David Gribble.

- 3) Review and approval of the February 6, 2019 Joint Meeting Minutes.

Motion by Baasch to approve the February 6, 2019 meeting minutes. Second by Zieke. Unanimous approval.

- 4) Public Comment - There was no public comment.
- 5) Old Business
 - A. Status of Statewide Communications Interoperability Plan (SCIP) Update
 - The document, along with the recommended name change to Wisconsin Emergency Communications Strategy, will be presented to the Interoperability Council (IC) at their meeting on April 18, 2019 for review and possible approval.
 - B. Federal LE and IR Interoperable Channel Usage MOU
 - The Memorandum of Understanding (MOU) had been signed and an agreement between state and federal partners was in the licensing process.
 - Westover reported that the VHF license application that had been submitted to the Federal Communications Commission (FCC), and had been sent back for modifications. The modified application will be submitted soon with the anticipation of license approval by mid-summer 2019. After the VHF license is approved, Westover will submit the UHF license application. Westover will keep the Subcommittee members updated on progress of both licenses.

C. WISCOM Program Update

- OEC WISCOM Update
 - The issue with Version 17.3 software and certain subscriber radios had been identified by EFJ and Kenwood. The fix is anticipated to be included in the Version 18.1 software release, planned for release this summer. As soon as Version 18.1 is available, the software will be tested on limited sites on the systems, and then installed regionally across the state. Until that time, the Version 17.3 would not be installed on sites where the identified radio model and firmware updates would cause issues.
 - The ISSI connections in Milwaukee had been shored up and were moving ahead with integration for the DNC in summer 2020.
 - The hospital side was progressing with their project to troubleshoot the stargate installations. The Hospital Emergency Readiness Coalition (HERC) Subject Matter Experts (SME) had completed training with the hospitals, with a 75% or higher response on the roll calls in all regions.
 - The Dells Delton Area Response Exercise Series (DDARES) has scheduled an exercise for 2020. The exercise will involve a large movement of burn and trauma patients who would require transportation to Madison and Milwaukee hospitals. WISCOM communications will be exercised during that event.
 - The LTE push to talk discussions had continued with AT&T and Verizon. The ISSI connections will be used to incorporate the multiple vendor applications.
 - The ARMER software issues on the Wisconsin and Minnesota border have some level of interoperability, with the development of policies and procedures as the primary obstacles.
- Department of Transportation (DOT) WISCOM Update
 - The system technicians were in the process of completing their next round of preventative maintenance on the towers.
 - The State Patrol was continuing to work with their IT staff on the WISCOM ticketing system.
 - Westover reported that the Necedah license frequencies, which came out of Part 90, had been accepted by the FCC, and the Mauston simulcast cell will be filed soon.
 - Juneau County will do coverage testing when the trees leaf out. It was anticipated there would be continued discussions regarding a redundant link to Juneau County, which is necessary with the miles of interstate through that area.

D. Joint Subcommittee Goals Setting

- Discussion on creation of a single statewide communications plan
 - There was discussion about the possibility of a statewide communications plan that would include multiple disciplines and existing plans with a unified message so that state and local agencies only have to refer to one document. Example documents to be included would be the Wisconsin Emergency Communications Plan (previously known as the SCIP), the WIFOG, the Annex K, the EMS plan and MABAS plan(s). Josh Ripp recommended incorporating the Department of Natural Resources forest fire fighting plan references to border states. The Subcommittees also recognized that there are various communication plans that conflict with each other and developing a statewide plan could resolve those conflicts. The proposed statewide communications plan would likely be a large document, so there was discussion regarding development of a condensed version that could be used as a reference of major points within the larger communications plan document.

- Also discussed was the need for standardization of radio programming, with the possibility of a template of radio channels that would provide guidance to vendors and programmers.
 - Develop talking points to encourage proper funding for WISCOM
 - It was suggested that a document that had been developed in 2009 could be updated with information about the benefits of the WISCOM system and the need for current and future funding to aid in educating officials about the reasons to invest in WISCOM.
 - Jarvis stated that he would try to obtain a Minnesota presentation which had been successful in obtaining funding in that state.
 - Additional joint goals
 - Plans for development of a brochure to present to legislators that will concisely discuss the importance of funding interoperability initiatives.
 - After the Wisconsin Emergency Communications Plan is approved by the IC, there will be additional tasks and goals to be reviewed.
- E. Air Ground Medical LZ Coordination
- Plan on how to proceed
 - Ripp had discussions with the Air Medical community, who is open to discussions regarding LZ Coordination standardization. Determining a clear statewide channel will be the first step. Ripp will continue to work with the Air Medical Council to determine a timeline for the changes and implementation.
- 6) New Business
- A. Update on the RFP for a Statewide Public Safety Interoperable Communications System
- The Request for Proposal (RFP) for a Statewide Public Safety Interoperable Communications System was moving forward. The OEC staff continues to meet with the budget and procurement offices on a regular basis.
- B. Subcommittee By-Laws Discussion
- Once the IC has completed the approval of the Wisconsin Emergency Communications Plan, the next major task of the IC will be to review and update the IC Charter and Subcommittee By-Laws.
- C. LMR Subcommittee Meeting Update
- At the LMR Subcommittee meeting the members approved the COMU Workgroup recognitions for Erik Viel as Communications Unit Leader (COML), and Jim Westover and John Brophy as Communication Unit Technicians (COMT).
 - Jim Westover was elected as the new LMR Subcommittee Chair, with Todd Lindert continuing on as Vice Chair.
 - The renewal recognition program will start in 2020.
 - The Subcommittee will be developing evaluator and final evaluator criteria to assure that trainees are being evaluated by experienced individuals to assure quality control and integrity of the program.
 - Wisconsin Emergency Management (WEM) is assisting with coordination of opportunities for communications trainees for pre-planned events and exercises. The evaluation of communications components will provide a sufficient opportunity for an evaluator signoff on the trainee's Position Task Books (PTB).

D. WISCOM Subcommittee Meeting Update

- The Subcommittee was updated on the progress in Juneau County and repeater issues. There were also discussions on WISCOM system costs and end of life radios, along with the progress of HERC training with WISCOM in the hospitals.
- There was a discussion regarding the changes with the implementation of the ISSI in southeast Wisconsin and Minnesota.

E. Other New Business

- Tom Czaja will retire as Director of OEC on May 10, 2019. Molly Boss has been named Interim Director until the position is filled.
- Upcoming trainings:
 - There will be an AUXCOMM class on September 21 and 22, 2019.
 - Information Technology Service Leader (ITSL) Course on September 23 to 27, 2019 in Wheaton, Illinois.
 - Pending approval from Homeland Security Funding Committee and grant award, a COMDEX Course may be held in an upcoming year to provide COML and COMT applicants an opportunity to have their position task books signed off.

7) Next meeting on May 29, 2019 at Department of Military Affairs.

Motion to adjourn meeting by Chappuies. Second by Victorson. Unanimous approval.

8) Meeting adjourned at 3:16 PM

Respectfully Submitted,

Melinda Landon
DMA/OEC