

WISCONSIN INTEROPERABILITY COUNCIL

APRIL 18, 2019
12:30 PM

DEPARTMENT OF MILITARY AFFAIRS
2400 WRIGHT STREET, ROOM 230
MADISON, WI

MEETING MINUTES

1. Chair Matt Joski called the meeting to order at 1:31PM.
2. Quorum was established. 8/11 members present. Present in-person: David Cagigal, Jamie Formea, Maj. Timothy Huibregtse, Sheriff Matt Joski, Brian Satula, Christine Westrich, and Chief Warden Todd Schaller. Present via teleconference: Fire Chief Steve Hansen.
3. Review and approval of February 7, 2019 Meeting Minutes
Motion to approve the February 7, 2019 meeting minutes by Westrich. Seconded by Satula. Unanimous approval.
4. Review and approval of March 6, 2019 Meeting Minutes
Motion to approve the March 6, 2019 meeting minutes by Formea. Seconded by Satula. Unanimous approval.
5. Review and approval of March 13, 2019 Meeting Minutes
Motion to approve the March 13, 2019 meeting minutes by Cagigal. Seconded by Formea. Unanimous approval.
6. Public Comment - There was no public comment.
7. Membership Updates
 - A. Lynn Schubert has resigned from her position as the Hospital Representative on the Interoperability Council (IC).
 - B. Special Agent Chris DeRemer has been named designee for the Department of Justice seat for Attorney General Kaul.
8. Old Business
 - A. IC Letter Regarding Governor's Budget Proposal
 - Chair Joski reported that he had drafted and sent the letter to Governor Evers, as requested by the Council members at the March 13, 2019 meeting. The letter had addressed concerns regarding the Governor's Budget Proposal to move the Office of Emergency Communications (OEC) from DMA to DOT, with a copy of that letter having been emailed to the Council members. Chair Joski had also copied the Legislative Joint Finance Committee, tribes, and associations including the Wisconsin Counties Association (WCA) on that letter.
 - Chair Joski asked if there was any discussion regarding a recently received letter from DOT Secretary Craig Thompson that had been emailed to the Council members. The Council members were pleased

with the timely response from Secretary Thompson. There was a recommendation to invite Secretary Thompson and Deputy Secretary Hammer to the next Interoperability Council (IC) meeting. Westrich recommended that a presentation regarding the IC and the Subcommittee's activities be prepared for Secretary Thompson for the May 30, 2019 meeting, pending the Secretary's acceptance of the invitation. The Council members supported the recommendation.

B. WISCOM Subcommittee

- Subcommittee Chair Report
 - Chair Kesler reported that the last WISCOM Subcommittee Meeting was held on Wednesday, April 17, 2019 where the Subcommittee received an update on network upgrades. There was discussion regarding end of life radios and potential hardships for the agencies if radios were pulled off of the system without ample opportunity for replacement.
 - There was a discussion about User Fee Agreements, talk group naming, Air Medical, and the hospital's incorporation of WISCOM. The Subcommittee had concerns about the length of the User Agreements. A Subcommittee goal will be to develop new User Agreements and a condensed User Guide, which would reference the User Agreement to make it more usable for local agencies.
 - The updates for point of contacts for WISCOM users was in progress.
 - The next Subcommittee meeting will be May 29, 2019.

C. Land Mobile Radio (LMR) Subcommittee

- Subcommittee Chair Report
 - Vice Chair Todd Lindert reported that the LMR Subcommittee met on Wednesday, April 17, 2019. Jim Westover was voted as new chair of the LMR Subcommittee, pending IC approval.
 - There were three Communications Unit Leader (COML) and Communications Unit Technician (COMT) approvals, based on recognitions by the COMU Workgroup. Eric Viel was recognized as COML, and John Brophy and Jim Westover were both recognized as COMTs.
 - The Subcommittee continued to work on finalizing the COMU Standard Operating Guideline (SOG) document and was finalizing the COMU re-recognition procedure.
 - The Subcommittee objectives for 2019, which also appear in the SCIP, are to update the WIFOG and channel naming.
 - Other issues discussed were the ISSI with adjacent states, adding channels to the state plan, and VHF/UHF frequency licenses.

Motion to appoint Jim Westover as chair of LMR Subcommittee by Formea. Seconded by Westrich. Unanimous approval.

D. WISCOM/LMR Joint Subcommittee Meeting Report

- Chair Kesler reported that the WISCOM and LMR Subcommittees met jointly on Wednesday, April 17, 2019. It was recommended that the Subcommittees continue to meet jointly to discuss mutual goals and tasks, including integrating communications plans for consistency with state and local plans, development of a guide for radio programming consistency, and development of a condensed document for public safety and locals to use.

- A Joint Subcommittee goal is to develop a document that would provide information to legislators to clarify the financial needs of interoperability which would encourage legislative funding for current and future initiatives.
- At the meeting the Subcommittees also discussed statewide uniformity with Air Medical, hospitals and EMS and the possibility of developing regional ICS 205s.
- There was discussion regarding TICP and the value of that document, along with the time it takes to create and maintain. Westrich recommended the subcommittees start with the Southeastern region in preparation for the DNC in the summer of 2020 and stated she would be willing to head up that project.
- Jim Jarvis reported that there will be an NSSE workshop provided in the Milwaukee area that will help build the ICS 205/217 forms for the DNC.

E. Nationwide Public Safety Broadband Network (NPSBN) Subcommittee Update

- Subcommittee Chair Report
 - Chair Klein reported that the Subcommittee had met on Wednesday, April 3, 2019. There were AT&T and FirstNet representatives at the meeting who reported on the progress of the enrollment of new customers and the buildout of new towers and Band 14 coverage onto current towers, which are all progressing very well.
 - The satellite cell on light truck (SatCOLT) is available and deployable out of the Fox Valley region and would be on display at the SIMCOM Exercise in Waukesha on May 1 and 2, 2019. An operations plan was in development and would be placed into the state emergency plan under the ESF2 for the deployable request process.
 - Since there are five different levels of FirstNet priority, the NPSBN Subcommittee will develop recommendations for assigning those different levels, provide clear information on what the FirstNet priority levels are, and assist in making recommendations to agencies.
- Action on recommendation to IC to alter the NPSBN Subcommittee membership seats
 - The Subcommittee requested to eliminate the Wisconsin Police Executive Group seat as law enforcement is also represented by the Wisconsin Chiefs of Police Association and Badger State Sheriffs seats. Secondly, a request to eliminate the Fire Service – Volunteer/Paid on Call seat, because it has been difficult to fill and is also being represented by the Fire Service – Career Agency seat. A discussion followed, with a recommendation to consider having one, or both of the fire seats to be representatives of the State Fire Chiefs Association.
 - The decision to remove Subcommittee seats was tabled for a later date pending results of Chief Hansen attempting to obtain a recommendation from the State Fire Chiefs Association.
 - At the next meeting, the IC will act on changing the Fire Service-Volunteer/Paid on Call seat to a recommended Representative of the State Fire Chiefs Association and convert the Fire Service – Career Agency seat to Fire Service Representative - At Large and retain Deputy Chief Voss in that seat.
- Action on recommendation of Dave Harvey (DOT/WSP) to represent the Department of Transportation

Motion to appoint Dave Harvey to the Department of Transportation seat made by Schaller. Seconded by Satula. Unanimous approval.

- Action on recommendation of Chief Peter Nimmer (Shorewood Police Department) to represent the Wisconsin Chiefs of Police Association

Motion to appoint Chief Peter Nimmer to the Wisconsin Chiefs of Police Association seat made by Westrich. Seconded by Satula. Unanimous approval.

- The next NPSBN Subcommittee meeting will be in May to have Verizon present their public safety options.

F. 9-1-1 Subcommittee Update

- Subcommittee Chair Report
 - Chair Frank reported on the Telecommunicator CPR grant for improvement of technology, training, operations and services, of which funds needed to be used by June 2019. Grant and Douglas counties were doing a multi-screen, multi-computer process with the grant funds they received. Thirty-four Public Safety Answering Point (PSAP) agencies had requested funding.
 - Dena Clark (City of Eau Claire) is the new Governor appointee for the Association of Cities, Villages or Towns Subcommittee seat. There would be five seats coming up for re-appointment in July 2019.
 - Discussions had started on how GIS mapping will integrate with NextGen 911, which included working with the Wisconsin Land Information Association in developing recommendations for standards for NextGen 911.
 - WIPSCOM Conference is on May 13 and 14, 2019 in Wisconsin Dells.
 - The next Subcommittee meeting is scheduled for May 16, 2019 at Lake Delton Fire Department.
 - At the March 7, 2019 9-1-1 Subcommittee meeting, Bob Frank was re-elected as chair, and Dani Miller as Vice Chair.

G. WISCOM Update

- Department of Transportation (DOT) Report
 - Huibregtse reported that DOT is continuing to work with OEC on the new ticketing system. Messaging regarding after hours tickets being reported via phone calls are ongoing.
 - Huibregtse and Jody Wormet are working through initial planning and preparation if OEC programs moved over to DOT to assure minimal interruption of interoperability program initiatives.
 - Huibregtse wanted to clarify that the \$1.8 million in the DOT budget is to replace mobile radios and repeaters in vehicles.
- Department of Military Affairs (DMA) Report
 - There were 38,525 users registered on the WISCOM system, of those 37,625 were actual user radios, 224 dispatch consoles, and 57 radio gateways with 600 other system devices which needed IDs.
 - As of January 1, 2019, the top ten push to talk groups were Fond du Lac Police Department, Menominee Transit, Superior Police Department, Wisconsin State Patrol Southwest, Greenfield Police Department, Wisconsin State Patrol Southeast, University of Milwaukee Police Department, Gold Cross EMS in Douglas County, and Northeast Region talkgroup.
 - Since January 1, 2019 there had been 6,894,916 push to talks with 21,867 busies averaging 2.8 seconds.
 - A system users report reflected 930 agencies on WISCOM, with 862 local agencies, 298 Fire and Rescue, 286 Police, 190 county and township, and 88 EMS agencies. There were 16 state

- agencies on WISCOM with 15 federal agencies, 12 out-of-state entities with assigned radio IDs, and 25 non-governmental agencies which includes air medical, ambulance, and railroad police.
- The ISSI connections with OASIS, City of Milwaukee, and Minnesota ARMER were progressing.
- Statewide progress was being made with the hospital radios. Problems with Stargates in the hospitals tended to be IT issues.

H. NG911 Program Update

- Jessica Jimenez reported on the 911 Authority progress on the implementation of the statewide ESINet.
 - The survey and system assessment had received 106 responses which included primary and secondary PSAPs. The system assessment was anticipated to be due in June 2019. The assessment took into consideration current equipment, GIS layers, current and future funding mechanisms, and regulatory and statutory implications.
 - The ESINet RFP was continuing to move forward with 911 Authority drafting the technical requirements and the goal to be released by end of summer 2019. The information received from the survey and system assessment would feed into and drive the RFP requirements.
 - The federal grant application for \$2.9 million, of which \$2.7 million would go directly to PSAPs, was submitted at the end of March 2019. It was anticipated that approximately thirty subgrants would be awarded for funding end of life call handling equipment which is not currently NextGen capable, with the initial focus on primary PSAPs. A grant criteria committee will assist with developing subgrant criteria, and a grant evaluation team will assist with awarding grant funds. Any remaining funding will be reallocated for other items such as GIS, cybersecurity, or other items PSAPs would need outside of call handling equipment. It was anticipated that additional information regarding the grant would arrive in June 2019.

I. Public Safety Broadband Program Update

- Jimenez reported that DOA was continuing work on the Verizon public safety contract and anticipated that getting signed in the near future.
- The recent meetings with Verizon provided an opportunity to obtain information regarding the Verizon offerings, and the Subcommittee would continue to have dialogue with all carriers that are providing public safety plans. The NPSBN Subcommittee will be meeting with Verizon at their next meeting.
- The FirstNet buildout update as of March 2019 included 66 partner sites, which were primarily the Bug Tussle sites in the Southwest region with agencies reporting increased coverage in that area.
- Band Class 14 (BC14) had 181 activations year to date. The goal is to have 60% of the towers in the state activated with BC14 by the end of 2019, along with fifteen of the twenty FirstNet sites built per the contract negotiations.

J. WI OEC/SWIC Updates

- Tom Czaja thanked the Council and Subcommittees for their commitment and support with the state of Wisconsin interoperability initiatives through the years. Czaja will retire on May 10, 2019 and Molly Boss had been named Interim Director.
- Upcoming trainings include:

- COMMEX Exercise to provide COML and COMT trainees an opportunity to get their position task books signed off. A Homeland Security grant application has been submitted to fund the exercise.
- COML class is scheduled for August 20 to 22, 2019 and COMT class Oct 20 – Nov 1, both to be held in Wausau WI.
- An AUXCOMM class will be held on September 21 and 22, 2019. The class seats filled up within a few of days of being posted.

9. New Business

A. Cybersecurity and Infrastructure Security Agency (CISA)/ Emergency Communications Division (ECD) Update

- Jarvis reported that a national initiative in process was the 2019 Update to the National Emergency Communications Plan. The draft was released for comment and was being updated as necessary, which would be presented at the National Council of Statewide Interoperability Coordinators meeting the week of April 22, 2019 for final approval and release before the end of calendar year 2019.
- ECD was working on interoperability markers to measure progress as a nation, with regional workshops being held for the Statewide Interoperability Coordinators (SWICs) to provide input.
- There were discussions about the Information Technician Service Leader (ITSL) position within the logistics section of the ICS structure, and ITSL classes were being planned. FEMA Region V would get two classes, both to be held in Wheaton, Illinois. The first class was already filled, and the second class was scheduled for the week of September 23, 2019 with invitational travel being provided by FEMA.
- FEMA Region V will have a COMT Train the Trainer course to be held the week of October 7, 2019 in Indianapolis, Indiana. Invitational travel would be provided for that class.

B. SCIP Update

- Review and Discussion of Draft SCIP/Strategy Document
 - There were items that needed to be discussed prior to approval by the IC:
 - CISA/ECD recommended that the IC change the name from Statewide Communications Interoperability Plan (SCIP) to Wisconsin Emergency Communications Strategy, to align with strategic goals.
 - The Council reviewed and made recommendations on the following:
 - Tactic 1.9 verbiage to be changed to “Review effectiveness of IC governance; periodic reevaluation of effectiveness of measures”
 - Change image of Wisconsin on page 9
 - Revise the ‘Vision’ verbiage on page 5 to “To be the model of fiscally sustainable interoperable public safety communications systems”
 - Remove or crop the picture on page 3
 - Remove the Homeland Security Grant Funding on the organizational chart
 - Make correction to the Acronym list
 - Make edits to the funding planning goals on page 17
- Possible Action to Approve the SCIP/Strategy Document

Motion to accept the Wisconsin Emergency Communications Strategy with modifications and edits by Westrich. Seconded by Formea. Unanimous approval.

C. Recommendation on Next Steps for Radio Request for Proposal (RFP)

- Possible Formation of WISCOM RFP Workgroup
 - Due to time constraints this was tabled for the next meeting.

10. Next meeting date is Thursday, May 30, 2019 at Department of Military Affairs.

11. Meeting adjourned at 2:38 PM.

Motion to adjourn by Schaller. Seconded by Satula. Unanimous approval.

Respectfully submitted,
Melinda Landon
DMA/OEC