

## WISCONSIN INTEROPERABILITY COUNCIL

MAY 30, 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 12:31 PM.
2. Quorum was established. 9/11 members present. Present in-person: Administrator David Cagigal, Special Agent DeRemer, Fire Chief Steve Hansen, Sheriff Matt Joski, Administrator Brian Satula, Director Christine Westrich, and Chief Warden Todd Schaller. Present via teleconference: Division Chief Jamie Formea and Chief Sean Marschke.
3. Review and approval of April 18, 2019 Meeting Minutes  
*Motion to approve the April 18, 2019 meeting minutes by Westrich. Seconded by Cagigal. Unanimous approval.*
4. Public Comment - There was no public comment.
5. Membership Updates - Sheriff Joski welcomed Special Agent Chris DeRemer, the new designee for the Department of Justice
6. Presentation on Subcommittee and Program Activities
  - A draft presentation was developed by OEC staff that can be used as an educational tool to explain the progress being made by the subcommittees/IC and the OEC program areas at future meetings or to legislators. OEC staff walked through the presentation at the meeting to gather feedback from IC members.
7. Old Business
  - A. WISCOM Subcommittee Chair Report
    - Chair Keith Kesler reported that the last WISCOM Subcommittee Meeting was held on Wednesday, May 29, 2019 where the Subcommittee received an update on the Juneau County project and the end of life of the computer towers for Stargate Consoles. There was also an update on the Pattison and Plover DNR sites by Vice Chair Jennifer Lord.
    - Discussions began regarding WISCOM user level definitions. There are currently six user levels and it was discussed to reduce it to two user levels. WISCOM user expectations were addressed. User expectations would be developed for user responsibilities for maintenance and service for agency radios, misuse of the system by a user, communications planning, and proper training on radio equipment.
  - B. Land Mobile Radio (LMR) Subcommittee Chair Report
    - Chair Jim Westover reported that the LMR Subcommittee met on Wednesday, May 29, 2019 and there was discussion regarding vacant Subcommittee seats.

- Air Medical Landing Zone discussions continued. An invitation will be extended to the Air Medical Council to continue to work together to find a resolution that will provide for continuity around the state.
  - The Subcommittee will continue to work with Gene Oldenburg to update the WIFOG.
- C. WISCOM/LMR Joint Subcommittee Meeting Report
- Chair Kesler reported that the WISCOM and LMR Subcommittees met jointly on Wednesday, May 29, 2019 where they recommended they continue to meet jointly to discuss mutual goals and tasks. This includes 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.
  - There was discussion of a status board similar to the one Minnesota uses for ARMER. The status board could be used to request TAC channels and help to eliminate issues with different agencies needing TAC group channels on the same dates or during the same times.
- D. Nationwide Public Safety Broadband Network (NPSBN) Subcommittee Chair Report
- Chair Gerry Klein reported that the Subcommittee met on Wednesday, May 22, 2019. The Subcommittee has met with both AT&T and Verizon concerning the public safety broadband offerings from each company.
  - The next task for the Subcommittee is to create a guidance document for agencies to better understand how to set priority levels for FirstNet users.
- E. 9-1-1 Subcommittee Chair Report
- Chair Bob Frank reported that the Subcommittee met on Thursday, May 16, 2019. Dena Clark (City of Eau Claire) attended as the new Governor appointee for the Association of Cities, Villages or Towns seat. There are six seats coming up for re-appointment in July 2019.
  - Telecommunicator CPR training has been completed in HERC Region 7. HERC Regions 1 and 4 are continuing to gather data. Training will begin in HERC Region 1 later than anticipated.
  - Discussions started on how GIS will integrate with NG9-1-1, and the Subcommittee will continue working with the Wisconsin Land Information Association NG9-1-1 Task Force.
  - 911 Authority presented at the May 16, 2019 meeting to discuss initial results from the data that was collected for the 911 System Assessment.
- F. WISCOM Update
- Department of Transportation (DOT) Report
    - Westover reported that DOT is continuing to work with OEC on the new ticketing system with anticipated implementation to begin in July 2019.
    - Wisconsin did meet the requirements for the FCC Part 22 Letters of Concurrence mandate that was issued earlier this year. Signed letters of concurrence and other documents were submitted before the due date and were accepted by the FCC.
    - DOC will begin construction of 700 MHz towers at four facilities. Wisconsin currently has 96 channels available to use in the 700 MHz spectrum.
  - Department of Military Affairs (DMA) Report
    - Ripp reported that Juneau County is preparing to move over to their new simulcast radio system. System drive testing is set to begin mid-summer.

- New software updates for the WISCOM system will be rolled out soon. The updates will be tested and then rolled out statewide in sections.
- Currently there are 38900+ radio ID's active on the WISCOM system.

G. WI OEC/SWIC Updates

- The Office of Emergency Communications Director position was posted for hire.
- Melinda Landon, Executive Staff Secretary, has taken a new position in WEM and her last day with OEC will be June 7, 2019.

7. New Business

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

- Jim Jarvis reported that ECD is working on interoperability markers to measure progress as a nation, with regional workshops being held for the Statewide Interoperability Coordinators (SWICs) to provide input.
- An Incident Communications Council has been created to review communications positions within the ICS structure.
- A joint SAFECOM/NCSWIC work group has been created to refresh the Communications Continuum.

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

- Discussions began to possibly form a workgroup to review the RFP that was released in 2018. The IC instead recommended that the WISCOM Subcommittee review and provide comment at their upcoming meeting(s).

C. Discussion Regarding Review of Charter and By-Laws

- A recommendation was made to form a workgroup consisting of either the Chair or Vice Chair of the IC and each of the subcommittees. Molly Boss will send out an email requesting availability and a meeting time will be set.

D. Other New Business

- A recommendation was made to change the structure of the IC meetings. It was suggested that subcommittee chair reports be limited to every other meeting to allow more time to discuss other projects at the IC level.

8. Next meeting date is set for Thursday, July 25, 2019 at Department of Military Affairs room 230.

9. Meeting adjourned at 2:19 PM.

*Motion to adjourn by Satula. Seconded by Westrich. Unanimous approval.*

Respectfully submitted,  
Heather Harris-Fatty  
DMA/OEC