

WISCONSIN INTEROPERABILITY COUNCIL
THURSDAY, JULY 23, 2020
12:30PM

WEB & TELECONFERENCE ONLY

MEETING MINUTES

1. Chair Matt Joski called the meeting to order at 12:30pm.
2. Quorum was established with 7/11 members present. Present via teleconference: Timothy Carnahan on behalf of Anthony Burrell, Chris DeRemer, Jamie Formea, Matt Joski, Michael Warnke (late), Christine Westrich, and Michael Woodzicka.

Members absent: Kirk Gunderson, Steve Hansen, Sean Marschke, and Darrell Williams.

3. Review and Approval of May 28, 2020 Meeting Minutes

Motion to approve the May 28, 2020 Meeting Minutes by Woodzicka. Seconded by Westrich. Unanimous approval.

4. IC and Subcommittee Membership Updates
 - A. Joski informed the Council of David Cagigal's retirement and Council resignation.
 - B. Review and Possible Action to Approve Subcommittee Applicants
 - 1) LMR Subcommittee
 - a. Representative from an American Indian Tribe or Band
 - Eric Boulanger

Motion to approve Eric Boulanger as a Representative from an American Indian Tribe or Band on the LMR Subcommittee by Formea. Seconded by Westrich. Unanimous approval.

- 2) WISCOM Subcommittee
 - a. East Central Region Representative (two seats available)
 - Christopher Lehner
 - b. Wisconsin Department of Military Affairs Representative
 - Steven Fenske
 - c. Federal Entity Daily User
 - Timothy Halbach
 - i. Formea highlighted that the National Weather Service is a federal entity and a WISCOM user, but not a Daily User. Despite that, Formea recommended approval of this candidate.

Motion to approve all candidates that have been recommended for the WISCOM Subcommittee seats by Formea. Seconded by Westrich. Unanimous approval.

- C. Review and Possible Action on Vacancies

- 1) No action was taken to open recruitment for the remaining subcommittee vacancies.
5. Public Comment – There was no public comment.
6. Old Business
- A. WISCOM Update
 - 1) DOT Report – *Timothy Carnahan*
 - a. Infrastructure
 - The Chippewa and Carry Mound generator replacement projects were successfully completed in May.
 - The Elmwood tower replacement project is set to start in the coming weeks.
 - The installation of StarCom21 control stations at the Kenosha SWEF has begun; this will facilitate cross-border interoperability between WISCOM and northeast Illinois agencies when complete.
 - b. Processes
 - WISCOM preventative maintenance has resumed statewide and is ongoing.
 - Tower inspections and inventories have been completed at all State Patrol sites. Bureau of Network Engineering and Data Infrastructure Staff will review the inspection reports and prioritize any needed repairs.
 - c. Hardware/software updates (NMS, TSNI, CSNI, MRGW, AGW and ISSI)
 - NMS 19.1.1 upgrade continues; the northcentral and northeast regions are being updated this week.
 - d. The WISCOM Juneau County north (Necedah) NTIA spectrum approvals are complete; the FCC is processing the state’s application this week; operation can commence very soon.
 - 2) DMA Report – *Heather Harris-Fatty*
 - a. Review of WISCOM system data related to number of push-to-talks, talkgroups, and users.
 - b. Announcement of new WISCOM users
 - Argyle EMS
 - Necedah School District
 - Air Methods Communications - Mercy Health REACT Team (a helicopter team)
 - B. NG911 Program Update – *Jessica Jimenez*
 - 1) ESInet RFP is currently under evaluation.
 - 2) Federal 911 Grant Program
 - a. Grants have been awarded to 24 PSAPs during round one, the recipients are currently working on their projects.
 - b. OEC released the Round Two Planning Guide at the beginning of July.
 - c. Anticipate approximately \$600,000 available for round two, with an announcement of the second round being released by end of summer. Round two will continue to focus on CPE upgrade and replacement.
 - d. The goal for the grant projects is to reach a level of 80% of PSAPs across the state having the capability of connecting to an ESInet without additional gateways.
 - 3) 2019 WI Act 26
 - a. DMA is responsible for promulgating rules for a state NG911 grant program under 2019 WI Act 26. The Scope Statement was approved by the Governor, draft rules

discussions with the 911 Subcommittee will begin at the August 911 Subcommittee meeting.

- 4) GIS Gap Analysis with GeoComm, LLC
 - a. Began pilot site data collection, will expand request to other PSAPs after an upcoming education session.
 - b. Working with the Wisconsin Land Information Association (WLIA) NG911 Task Force on developing a standards guide.
 - c. A final report of the findings of the GIS Gap Analysis, as well as recommended solutions, will be completed in May or June of 2021.

C. Public Safety Broadband Program Update – *Margaret Zieke*

- 1) The NPSBN Subcommittee Education and Outreach Plan is in progress. This plan will likely be presented to the Interoperability Council at the September meeting.
- 2) The Public Safety Broadband Program is continuing to research new technology relating to push-to-talk.
- 3) FirstNet Authority held a webinar in early July covering network updates and newly certified high-power equipment. Zieke will distribute a recording of the webinar to the IC governance bodies.

D. WISCOM RFP – *Molly Boss*

- 1) The RFI for Statewide Public Safety Interoperable Communications System was issued May 13th.
- 2) Two rounds of vendor Q&A have been completed.
- 3) The Executive Steering Committee (ESC) has held their initial meeting, they also assisted in the Q&A process.
- 4) Responses are due from vendors by August 20th.
- 5) An intent to award has been issued for the Consultant RFP. The selected consultant will assist with the RFI and the RFP. This contract is currently being negotiated.

E. WI OEC/SWIC Update – *Molly Boss*

- 1) WISCOM Tower Site Assessment
 - a. Phase One is complete.
 - b. Onsite preliminary assessments were conducted at approximately 110 sites.
 - c. A preliminary budget report is in draft form. This budget will inform DMA's request for the upcoming budget cycle.

F. Communications Unit Recognition Program Standard Operating Guidelines – *Molly Boss*

- 1) Boss summarized the proposed updates to the Standard Operating Guidelines.
- 2) Formea endorsed the changes and the efforts of the COMU WG to continually improve the program.

Motion to approve the Communications Unit Recognition Program Standard Operating Guidelines as amended by Formea. Seconded by Westrich. Unanimous approval.

7. New Business

A. Briefing on the Finalized 2020 Wisconsin Statewide NextGeneration9-1-1 (NG9-1-1) Plan – *Bob Frank*

- 1) The 2020 Plan was developed with the help of a stakeholder focus group, DMA/OEC, and 911 Authority, LLC.

- 2) The Plan includes recommendations in technology, funding, governance, and legislation and identifies nine main goals for 2020-24.

B. Review and Possible Approval of the CASM Policy – *Heather Harris-Fatty*

Motion to approve the CASM Policy by Formea. Seconded by Woodzicka. Unanimous approval.

C. Review and Possible Approval of the COMU WG Operating Procedures Document – *Molly Boss*

Motion to approve the COMU WG Operating Procedures Document by Formea. Seconded by Westrich. Unanimous approval.

D. Upcoming Conferences and Events

- 1) Frank shared that the 2020 WIPSCOM Event has been canceled.
- 2) Meredith Hauge asked for conference and event updates to be sent to her.

E. Other New Business

- 1) Westrich informed the Council that she has resigned from her position at Milwaukee County Emergency Management effective August 3, 2020, and therefore is leaving the Interoperability Council.
 - a. Joski and Formea thanked Westrich for her contributions and wished her well.
- 2) Formea informed the group of a planned project to update the IC Subcommittee By-Laws and asked for assistance from the Subcommittee Vice Chairs.

8. The next meeting will be held on September 24, 2020.

9. Meeting adjourned at 1:33 PM.

Motion to adjourn by Westrich. Seconded by Formea. Unanimous approval.

Respectfully submitted,
Meredith Hauge
DMA/OEC