
IC MEETING MINUTES

MEETING NAME: Interoperability Council
DATE: Thursday, September 18, 2008
TIME: 10:00 a.m. – 2:00 p.m.
LOCATION: Office of Justice Assistance- Madison WI
COUNCIL CHAIRPERSON: David Steingraber

IC Council Members Present: Tom Czaja, Dave Mahoney, Neil Cameron, David Collins, Ben Schleisman, Laura Radke (designee for Oskar Anderson), and Mindy Allen

Project Manager: David Spenner

Guest: Carl Guse

Recorder: Bridgette Flatley

Welcome to the new Interoperability Council

Meeting was called to order by IC Chairperson, David Steingraber

Quorum present

Review of statutory mission and authority

The governor's office is still seeking a Hospital Director, Local Health Department Representative and a Tribal Representative for the IC. Please forward any suggestions to Dave.

This is a 4 year term and members of this council consist of:

- Executive Director of the Office of Justice Assistance (or designee)
- Adjutant General (or designee)
- Secretary of the Department of Natural Resources (or designee)
- Secretary of the Department of Transportation (or designee)
- a tribal official
- Chief Information Officer, Administrator of the Division of Enterprise Technology, Department of Administration (or designee)
- a chief of police
- a sheriff
- a fire chief
- a local emergency management professional

Almost everything from original Executive Order was added to the statute. It also includes:

3. Minimum standards for public safety interoperable communication systems, facilities, and equipment used by dispatch centers.

4. Certification criteria for persons who operate public safety interoperable communication systems for dispatch centers.

Overview/Approval of actions taken by previous SIEC

The two documents that were adopted by the SIEC are the Functional Specifications and the SCIP Plan.

- The Functional Specifications came into existence after a series of regional listening sessions. The SCIP Plan became after the fed's made it a requirement for all states. We took our initial Interoperability Plan and developed the SCIP on 2007. SIEC adopted the SCIP in replacement of the initial plan.
- The SCIP plan will need to be refreshed every few years and is a working document. DHS may be hosting a presentation on this at the WEM Conference in April 2009.

Issue rose that there is a concern from a fire perspective. The problem with digital is that its performance is not reliable in a noisy atmosphere. There is a concern and it is being looked into on a statewide and national level. In noisy atmospheres the digital radio can not differentiate between noise and voice. This is being looked at nationally and statewide.

Chairperson will discuss the issue with OJA staff. Will take it back and look more specifically at it and the national concerns. Then will come up with staff recommendations that will coincide with grant/funding guidelines. Can the SIC proceed and adopt the SCIP plan.

Motion was made to adopt the SCIP plan by Chief Tom Czaja and seconded by Sheriff David Mahoney. Discussion by Mindy Allen. Motion made to adopt the SCIP plan as published was made by Chairperson David Steingraber. Record shows the discussion and concerns. This will be an agenda item for additional discussion at next IC meeting. Motion carried and approved by unanimous voice vote

Motion was made to approve the Functional Specification by Chief Tom Czaja and seconded by Sheriff David Mahoney. Motion carried and approved by unanimous voice vote

Status report on implementation of statewide interoperability under PSIC funding

David Spenner gave an update on PSIC funding. Wisconsin received \$15.3 million of Public Safety Interoperable Communications (PSIC) funds to foster statewide interoperable communications. The funding will cover the cost of Admin, IC expenses, OJA overhead, the creation of a strategic Tech Reserve (STR), radio cash, and 1.2 million will go towards a mobile center. The bulk of the funds is to go to WISCOM. There is a 20% match and 80% pass through. MOU's are required for the key public associate. Some people have had some concerns. Sustainability, the technical prospective (if this is not feasible) and that the frequencies needed would not be available are a few. Studies are currently being conducted, and are being funded from FY06 HSGP funds, not PSIC. Currently the SSMG members are signing the MOU's to implement the studies. A vendor has been selected and they are in the final stages of negotiation for the contract. A report will be available in 10 days (Oct 1, 2008) and will announce who they have recommended. Both of the reports will be back to use by Jan or Feb of 2009 and should be available in phases prior to that.

Motion was made to have the IC re-approve the Statewide System Management Group (SMMG) as the appropriate approach to govern the PSIC funds and the statewide system by Chairperson David Steingraber and seconded by Chief Neil Cameron. Motion carried and approved by unanimous voice vote

OJA funding actively implementing radio interoperability

David Spenner reports that there is a list in the SCIP plan that indicates all the things that were being worked on or achieved. SOP's inventories of systems, training requirements, credentialing system to integrate the national data standards, TICP are a few.

- Funding to roll out MABAS in dispatch centers is currently in the budget.
- Badger Network with Dispatch Centers has gone from 10 counties to almost all. This is not a mission critical system but can be used as an alternative.
- The National Emergency Communications Plan is now available (see attachment). The Executive Summary is highlighted.
 - Goal 1**—by 2010, 90 percent of all high-risk urban areas designated within the Urban Areas Security Initiative (UASI) are able to demonstrate response-level emergency communications within one hour for routine events involving multiple jurisdictions and agencies.
 - Goal 2**—by 2011, 75 percent of non-UASI jurisdictions are able to demonstrate response-level emergency communications within one hour for routine events involving multiple jurisdictions and agencies.
 - Goal 3**—by 2013, 75 percent of all jurisdictions are able to demonstrate response-level emergency communications within three hours, in the event of a significant incident as outlined in national planning scenarios.
- FEMA has also chartered the Regional Emergency Communications Work Group (RECWG)

WISPERN Board letter

Chief Tom Czaja addresses the council as the Chairperson of the WISPERN Governing Board
The Wisconsin Police Emergency Radio Network (WISPERN) Board oversees the WISPERN frequency (155.475Mhz) which is licensed to the WI State Patrol and many other issues that involve radio interoperability in Wisconsin.

**Motion was made to expand the WISPERN Governing Board to a subcommittee on the SIC by Chairperson David Steingraber and seconded by Chief Neil Cameron for the record to continue discussion. Chairperson David Spenner moved to embrace the idea with the finalized adoption at the next meeting with a report back from WISPERN on the mission and scope, membership, and the relation to the SIC.
Motion carried and approved by unanimous voice vote**

Letter from Outagamie CO Fire/EMS Chairperson

Letter is seeking clarification on the 2006 Mutual Aid Communications Frequencies plan and the frequency color coding outlined in the plan.

**Motion was made to defer the naming frequency issues at this time and putting together a structure for these issues by Mindy Allen and seconded by Ben Schleisman
Motion carried and approved by unanimous voice vote**

Interoperability Council structure and work plan

The SIEC had 3 sub committees made up of council members; Technical, Operations, Outreach.

- The technical subcommittee was setting technical standards as well as addressing future needs and the available technology available for these needs.

- The operations subcommittee focus was on overcoming the human barriers to interoperability. A high emphasis is placed on improving the training first responders receive.
- The outreach subcommittee was responsible for the development of the SIEC website and other community outreach events including the regional listening sessions.

The statute does not require the IC to continue with the sub-committees. The IC has options and there may be an advantage to getting out groups involved with the IC. We also have the second PSIC grant to be used for planning and training exercises. This will also have the same 20% match with 80% pass through.

Chairperson David Steingraber reports that there is not a need to take action on IC Structure today. The council can look a number of things:

- Look beyond the IC members for sub-committees
- Look at additional staffing
- Look at Tech Colleges to take the lead in trainings

Administrative Matters

Reminder of travel voucher rates and proper expenditures (handout)

Task List Reminder

Chairperson David Steingraber:

- Will discuss the issue of digital radio performance with OJA staff.
- Item to be included as agenda item for additional discussion at next IC meeting.
- Will provide staff recommendations at next meeting.

Chief Tom Czaja:

- Report to IC Council at next meeting the mission and scope of WISPERN, information on it's membership, and the relation to the SIC.

IC will meet quarterly 2nd Tuesday of that month. Will try and coordinate with frequency study results.

Next Meeting set for November 18, 2008. All members will be notified by email and agenda items sent in advance. Meeting adjourned 1:20p.m.