Wisconsin INTER((•))PERABILITY Initiative
Seamless Public Safety Radio Communications

STATE INTEROPERABILITY COUNCIL
STATEWIDE SYSTEM MANAGEMENT GROUP
FITCHBURG FIRE STATION
5791 W LACY ROAD
FITCHBURG, WI
DECEMBER 9, 2010

MEETING MINUTES

CALL TO ORDER – 10:32AM
ATTENDANCE
- MEMBERS
  - Matt Joski
  - Rich McVicar
  - Carl Guse
  - Mike Knoll
  - Keith Tveit
  - Paul Wittkamp
  - Brad Hardell
  - Doug Meier

- VIA TELECONFERENCE
  - Kurt Drezek
  - Erin Gerred
  - Kaylynn Gresham
  - Mark Handlin

- VIA VIDEO CONFERENCE
  - Mark Schomisch – Fond du Lac
  - Steve Hansen - Racine
  - Keith Butler – UW La Crosse
  - Gary McClelland – Green Bay (alternate)
  - Brian Satula – Racine
  - Joe Baasch – Fond du Lac

- VISITORS
  - Tim Pierce

- STATE PATROL STAFF
  - Kathleen Lordo
  - Jeff Ohnstad

  OJA STAFF
  - Jennifer Lord
  - Dave Spenner
  - Greg Engle
  - Sabrina Fordyce

REVIEW AND APPROVAL OF OCTOBER 14, 2010 MEETING MINUTES
MOTION
- Motion made by Paul Wittkamp to approve the October 14, 2010, meeting minutes
- Motion seconded by Brian Satula with correction to add him to last meeting's attendance list
- Carl Guse recommended to add discussion notes to the last motion under "New Business – Early Adopter program"
- Motion carried

SUSTAINABILITY WORKGROUP REPORT – Rich McVicar
OVERVIEW
- The new version of the Kimball Report was discussed in brief – no details
  - The report is near completion though changes to the report continue. Still looking at updates and would like to re-visit with recommendations regarding options to pursue in the near future.

TECHNICAL WORKGROUP REPORT – Carl Guse
OVERVIEW
- Discussion on Technical Workgroup member access to the system.
- Tony Barthuly has been active with radios on the system and sites are working well.
- Mike Knoll is actively working with the Minnesota and Wisconsin border counties. He summarized the work being done with interstate interoperability. Goodhue County is in the process of setting up VHF stations with Pierce County and WISCOM trunking capabilities. Mike is also conversing frequently with Dakota and Washington counties.
- **Carl Guse reviewed an implementation stage map.**
  - Map shows where specific sites are located
  - There are six sites that are currently on the air
  - There are fifty sites at the factory in Texas
    - After the fifty sites are shipped another twenty four will be built
    - Have identified a couple more possible sites for alternates
  - There are no impediments to the implementation plan
-         Meeting with Minnesota last week
  - Discussed possibilities to put together ways of interstate interoperability
    - A gateway box could be utilized to interface WISCOM talkgroups into the MN ARMER system for border county interoperability.

BREAK FOR LUNCH AT 12:00PM AND RESUMED MEETING AT 12:35PM

GOVERNANCE WORKGROUP REPORT – Brian Satula
There was no Governance Workgroup Report given

DOT PROJECT REPORT – Carl Guse
OVERVIEW
- Factory acceptance testing will begin next week
- Technical training will take place in November
  - Ship trunking equipment to radio shops
- PSIC Grant Workshop took place last week
  - Received information on paperwork and materials needed if audited

OJA UPDATE- Dave Spenner and Jennifer Lord
OVERVIEW
- Concept Paper Project
  - Filing deadline was on October 1, 2010
  - Six groups were interested and have been approved. All are eligible for additional funding.
    - Taylor, Kewaunee, Douglas, Iowa, Dane, and Sawyer counties.
- MARC Repeater ID and Round 6 Radio Grants
  - Over one hundred pre-applications received to date for distribution of three million dollars
    - Will be working on the pre-applications over the next month
  - Guidance for Round 6 radio grants will be available next month at interop.wi.gov with grant announcement.

OLD BUSINESS
- There was no discussion for Old Business

NEW BUSINESS
- Creation of a Membership Workgroup
  - Randy Pickering to speak with Brian Satula for the next agenda
- WHEPP (Wisconsin Hospital Emergency Preparedness Plan)
  - Paul Wittkamp gave overview
  - Use WISCOM to link hospitals together
  - SSMG could consider working with the Hospital Technical Committee
  - Matt Joski will draft a letter to WHEPP in recommendation to link to WISCOM
  - Hospitals would like to have new communications equipment
    - Will hold off procurement due to Pilot Project
  - Paul Wittkamp recommended further discussion and dialog with the SSMG
  - SSMG to endorse the pilot program
- MOTION
- Paul Wittkamp motioned for the SSMG to formally endorse the Wisconsin Hospital Emergency Preparedness Plan (WHEPP) into the WISCOM Pilot Program with an established timeline to be brought to the SSMG for final concurrence and technical details to be further coordinated with the technical subcommittee.
- Joe Baasch seconded
- Motion carried
- Early Adopter Incentive Program – Rich McVicar
  - Sustainability Workgroup reviewed
- MOTION
- Motion made by Rich McVicar that the SSMG establish an Early Adopter program with applications due by April 14, 2011. The program is subject to capacity limits and may be shortened or extended at the discretion of the SSMG.
- Motion seconded by Tony Barthuly
- Motion carried

DISCUSSION ITEMS BY MEMBERS
- Kurt Drezek voiced questions regarding Round 6 Radio grant program and received clarification
- Randy Pickering overviewed sites available to accommodate SSMG members for future meetings via videoconference.

NEXT MEETING DATE
- Next meeting to talk place on January 27, 2011 at 10:30am to include video conference connections.

MEETING ADJOURNMENT
MOTION
- Motion made by Joe Baasch to adjourn
- Motion seconded by Tony Barthuly
- Motion carried

MEETING ADJOURNED AT 1:55PM