STATE INTEROPERABILITY COUNCIL
JANUARY 14, 2010
CONFERENCE ROOM D
OFFICE OF JUSTICE ASSISTANCE
1 SOUTH PINCKNEY STREET, SUITE 615
MADISON, WI 53703

MEETING MINUTES

MEETING CONVENES - 10:02 AM
- ◦ One short of quorum; moved to non-action items

OJA REPORT - DAVID SPENNER
- REGIONAL SCIP IMPLEMENTATION COUNCILS
  - ◦ $53,000 per region to be awarded to foster SCIP activities (meeting and support expenses for a part-time regional coordinator, hosted by regional planning commissions)
  - ◦ Five of six regional grantees have applied for the annual appropriation
- TENTATIVE UPCOMING EVENTS
  - ◦ FEMA Technical Assistance applied for on a number of fronts (IC member participation is encouraged)
  - ◦ Communication Unit Leader (COML) training
    - ▪ Certification and hands-on portion will be in 2010
    - ▪ As an interim solution, DNR credentialing is being used
  - ◦ TICP workshops
    - ▪ Will utilize regional coordinators in a train-the-trainer program to further develop TICP workshops for all interested counties
    - ▪ Local stakeholders encouraged to participate
  - ◦ SCIP PLAN UPDATE
    - ▪ Continuing planning and stakeholder outreach for an update workshop on June 23, 2010
- INTEROPERABLE COMMUNICATIONS STANDARDS GROUP (ICSG)
  - ◦ The IC approved the charter for the ICSG
    - ▪ Also encouraged OJA to create standards for achievement in PSAPs
    - ▪ OJA determined that proposed standards must be realized before enforcement could be recommended
  - ◦ The ICSG will be convening (likely February) to formalize the process as a consideration for the IC

Report received

Quorum reached

ATTENDANCE
- MEMBERS
  - ◦ Tom Czaja
  - ◦ Doug Meier
  - ◦ Ben Schliesman
  - ◦ Mark Wahl
  - ◦ Rob Rude
  - ◦ David Collins
  - ◦ Kent MacLaughlin
  - ◦ David Steingraber
  - ◦ Steve Hansen
- GUESTS
  - ◦ Matt Joski
  - ◦ Paul Wittkamp
  - ◦ Carl Guse
- OJA STAFF
  - ◦ Greg Engle
  - ◦ Marcia Kasieta
  - ◦ David Roberts
  - ◦ David Spenner

APPROVAL OF OCTOBER 13, 2009 MEETING MINUTES
- MOTION
  - Motion by Ben Schliesman to approve past meeting minutes
  - Motion seconded by Dave Collins
  - Motion carries by unanimous voice vote

SSMG REPORT - MATT JOSKI AND CARL GUSE
- SSMG OVERVIEW
  - The SSMG manages the actual system (WISCOM) operational planning and has the following workgroups
    - Governance Workgroup
    - Sustainability Workgroup
    - Technical Workgroup
  - Sheriff Joski is convinced this was the right methodology for a state system, which is on the brink of becoming a reality
  - The group has struggled with misinformation and a public perception of the state imposing upon regional and local authorities; outreach has been the trickiest part
  - Consulting and engineering firms were hired and reported that the system was feasible
  - EF Johnson was selected as the vendor for the system
  - A number of user groups will encompass users
  - Options will be kept open for future system build-out
  - Starting to see real interest in the system
    - Hospitals and medevac services interested in WISCOM as a viable option for their needs
  - Annual meeting is March 25th in Stevens Points
    - Suggestion to have a joint IC-SSMG meeting again
    - Matt thinks it's certainly an option

Report received

- WISCOM OVERVIEW
  - Contract is signed
  - EF-Johnson has a project manager and engineer onboard
  - Kimball and Associates has an on-site project manager onboard
  - Federal Engineering continues to work on the frequency plan
  - Trunking system purchase package was 80 sites at five channels per site
  - Software maintenance for five years was included
    - Working on hardware warranty
    - Pricing was favorable, may be possible to buy ahead
  - County dispatch access methods being considered (three main options)
    - $10,000 budgeted per county for system access
    - Radios in dispatch centers
    - Gateways that would tie existing consoles and repeaters into the system (requires BadgerNet connection)
    - Full EF-Johnson Stargate consoles, which would allow dispatch centers to have 24-32 talkgroups live simultaneously (requires BadgerNet connection)
  - Local and State System Connection
    - ISSIs tie P25 systems together (both local and surrounding state systems)
  - Talkgroups
    - 24-hour communications center would monitor and manage use and talkgroups
    - 8 state talkgroups
    - 4 regional talkgroups
    - Regional emergency response teams (Hazmat, Collapse Rescue, Law Enforcement) could all have individual talkgroups

Report Received

- DISCUSSION
  - Mobile trunking is a struggle as fitting equipment in existing trailers and allocating frequencies is a challenge
  - Work is continuing on the IP network design and frequency allocation; the IP network is in good shape, but some fine tuning is required
  - The initial 80-site design met 95% mobile coverage
    - This coverage could be met with possibly as few as 50 sites.
    - Portable coverage is what benefits most from an increased number of sites. The southwest part of the state is the trickiest for portables, but there is a general level of portable coverage elsewhere. Kimball will update the coverage study to reflect adjusted information. We could possibly have a new coverage percentage at that time
  - Site implementation will occur in the third quarter of this year (spending most of the year putting the system up). Some sites are towers that haven't been built yet and these may be an exception to that timeline. Progress is being made, however
  - County dispatch access will be mostly up to the counties and their willingness to participate. Whoever is managing county dispatch will be the lead contact
  - All of this is going to require a lot of outreach, which is critical to the success of the project
    - It's going to be a common-sense approach of why not, rather than why
    - We have to respect local limitations and have to seriously conduct outreach. We don't want to force-feed this concept as other states have
    - Counties are at different levels. We have to determine degrees of participation more specifically. Otherwise, too general an understanding may come up
    - User fees and levels are going to be a critical task for the SSMG and its workgroups
    - Increased portable coverage will also be a big topic with locals
  - PSIC funding was supposed to expire in 2010. OJA received a blanket one-year extension, with a possible second one-year extension
  - Mark Wahl will check on when the BadgerNet system (which would provide WISCOM backhaul support in addition to its current TIME system and other information-sharing roles) is up for rebidding and will brief the group at the next meeting
  - Suggestion to use examples of real scenarios in presentation to the various disciplines of end users
    - Vigilant Guard, a capstone exercise in 2011, could incorporate interop technology
    - You don't want to overpromise, but you want to make it real and tangible. There is still some skepticism out there. Showing results simply works better for some people

MFCG REPORT
- OVERVIEW
  - The IC gave the MFCG the task of developing procedures
    - Would like to develop one set of policies (SOPs and SOGs) for the frequencies we manage
    - Two subcommittees will be created for this
- NEXT MEETING
  - January 19th
  - WISPERN
    - WISPERN board funds dispersed
  - NOMINATIONS
    - More nominations and letters forthcoming
  - FREQUENCY DISCUSSION
    - Milwaukee PD has asked to operate airborne dispatch on 800 MHz
    - Shawano county has asked to operate on VTAC channels
    - List of 2010 mutual aid frequencies to be approved
    - Talking about offering guidance on tone squelch and narrowbanding

- Some concern about scramblers and blockers, however, this issue is mostly avoided due to strict FCC prohibitions. The MFCG will take a lot at this issue
  - Racine / Illinois issues
    - Allegations of interference with Illinois park systems on MARC 1
    - Hopefully we can sit down with Illinois to address this

OLD BUSINESS
- MARKETING AND OUTREACH PRESENTATION - MARCIA KASIETA
  - A new branding campaign, entitled "The Wisconsin Interoperability Initiative" being implemented
    - Will encompass branded documents (charters, bylaws, policy statements and more) as well as new website, www.interop.wi.gov
  - As outreach chances come up, we can get brochures and other resources for you. Let Dave or Jennifer know
    - PowerPoint's about initiatives could be available
    - Templates for PowerPoint's and letterhead can be sent to council members
    - Bylaws may be needed for template use and we may need to limit use until we have policy
      - Need to be mindful of unauthorized use of our branding
  - If you publish something, let OJA archive interop documents
  - If you have meetings, please mention the new website

LUNCH BREAK

NEW BUSINESS
- SCIP UPDATE
  - Short-term goals included MARC and radio replacement; long-term was WISCOM
  - We want to reach out to stakeholders to see if there are new goals and objectives
  - Draft goals and stakeholder outreach would be done by April 22nd
  - Regional coordinators would be brought in by May 20th
  - Feedback would continue until June 14th
  - A workshop would be held on June 23rd to update the SCIP with goals and objectives that the IC could approve in July
  - SCIP updates fulfill a federal mandate for an annual SCIP report
  - Intermediate copies will be made available on interop.wi.gov
  - Motion made by David Collins that "The Interoperability Council recommends OJA conduct outreach pursuant to the update of the SCIP
  - Motion seconded by Tom Czaja
  - Motion carries
- STATE AGENCY SCIP IMPLEMENTATION GROUP CHARTER PROPOSAL
  - This would be a subcommittee of the IC to help implement the SCIP plan on a state agency level
  - DET added as state agency member
  - Motion
    - Motion made by Ben Schliesman that "The Interoperability Council charters the SASIG as amended."
    - Motion seconded by Rob Rude
    - Motion carries
    -
HOMELAND SECURITY GRANT PROGRAM UPDATE - GREG ENGLE
- FY10 FUNDING
  - Awards announced in early September - $9,600,000
    - 7% decrease from last year
    - No competitive section of the allocation (risk-based)
  - The HS Funding Advisory Committee was presented with a tentative budget in December which they approved for further development
  - All FY10 projects are continuation projects that OJA is trying to see completed

- ◦ Most projects are seeing a decrease in funding
- ◦ WISCOM, RoIP, and radio replacement are the three big interoperability projects
  - · Staff recommendation that after Round six, mutual aid capability has been mostly reached. Further radio rounds may occur, but they will not be for mutual aid
  - · First four million would support WISCOM (to be spent in 2012)
    - Infrastructure enhancements (gateways)
  - · $800,000 to high-risk areas (similar to PSIC guidelines that high-risk areas be prioritized)
  - · $2,000,000 to user radios (trunking flash upgrades or radio grants)
  - · $200,000 for sustainment would sustain WISCOM (trainer position and outreach)
  - · $1,000,000 in ARRA funds will go to system enhancements, can be used prior to 2012
  - · $3,500,000 in additional FY07-09 funding (FY07-09) for radio replacement and other projects
    - Nothing in FY10 for mutual aid radio replacement
- ◦ Two subprojects (MABAS AND ROIP) under Dispatch upgrades
- ◦ 2010 IECGP
  - · Annual appropriation (five year grant program), for planning and training and exercises
  - · OJA M+A, Interop planning, and regional councils / coordinators ($506,000, about $50,000 less than last year)
  - · COML training and credentialing, TERT training (mutual aid system)
- ◦ Motion
  - · Motion made that "The interoperability council recommends OJA proceed with the GSGP and IECGP applications for the proposed initiatives at the proposed levels."
  - · Motion seconded by Doug Meier
- ◦ Discussion
  - · 14,000 radios replaced and 15,000 reprogrammed during our five radio rounds
  - · Some agencies can't meet the match funding required
  - · OJA may also offer a supplemental law enforcement round using FY07 funds

REGIONAL AND STATEWIDE SCIP IMPLEMENTATION GROUP CHARTERS
- • OVERVIEW
  - ◦ This is not a change in strategy
  - ◦ Creates a statewide SCIP implementation group (three leads from each of the councils)
  - ◦ Regional councils have three delegates (LE, EMS, Fire) from each county
  - ◦ The regional council selects three to serve at the state committee (chair, co-chair, etc)
  - ◦ Both groups have the ability to create bylaws
  - ◦ OJA has a vote at the state workgroup
  - ◦ An effort to set up a standardized, orderly process, but keep it at a regional level. Petition for change possible.
  - ◦ Draft charter document has been out in front of the regional council applicants. There is widespread support for these councils. No feedback that the charter needed to be amended, but there is that flexibility
- • DISCUSSION
  - ◦ Under Membership section: If counties have a combined public safety group, you can pick three delegates
  - ◦ Municipalities and cities have EM personnel
  - ◦ Suggestion to have leeway to allow EM personnel
    - · If EMS and Fire are combined, they have flexibility within those groups
  - ◦ Suggestion to have one county and two local reps
  - ◦ Suggestion to add one WEM person per region
- • AMENDMENTS
  - ◦ "One county or tribal EM director from each region will be elected during a WEM regional meeting to serve on the regional council. Election will take place immediately and thereafter each year in December."
  - ◦ "If there is no law enforcement association in the county, the local sheriff shall designate member to serve as the law enforcement representative on that council."
- • MOTION

- ◦ Motion made by Tom Czaja to approve charter as amended
- ◦ Motion seconded by Rob Rude
- ◦ Motion carries

MEMBER COMMENTS
- APPROVAL FOR DOT POSITIONS
  - ◦ Approval to fill four DOT project positions (three communications techs and a PPA)
- DISCUSSION ON NARROWBANDING
  - ◦ Hearing a lot of comments on narrowbanding. Legislative request prompted some questionnaires. Worries about structure, towers, and repeater upgrades and what's going to be happening with pagers in rural counties. Despite some of the funding obstacles, most counties are moving ahead with narrowbanding. We will probably hear more questions about how the IC will deal with narrowbanding.
  - ◦ If narrowbanding is done in a coordinated effort, it will work well, but this will be difficult to do and it opens up safety issues (volume). This may need to be addressed at a regional level
  - ◦ 2011 is the mutual aid narrowbanding requirement
    - · FEMA takes the position that HSGP funding is not to support narrowbanding transitioning
  - ◦ This issue has been out there for five years. Is this a council issue or a local issue? Many radios made in the last twelve or thirteen years, they were narrowband-capable
    - · Pagers and infrastructure were big issues
    - · Some areas allow for wide-band pagers to accept narrowband signals

NEXT MEETING DATE
- PROPOSED MEETING SCHEDULE
  - ◦ Fourth Thursday in March, July, October (SSMG meetings are also on the fourth Thursday)
  - ◦ March 25 will be combined meeting in Stevens Point (location TBD)

ADJOURNMENT - 1:40 PM