

## STATEWIDE SYSTEM MANAGEMENT GROUP

AUGUST 26, 2010  
RACINE FIRE DEPARTMENT  
810 8<sup>TH</sup> STREET  
RACINE, WISCONSIN  
10:30AM

### MEETING MINUTES

#### CALL TO ORDER - 10:35 AM

#### ATTENDANCE

- MEMBERS
  - In Person
    - Paul Wittkamp
    - Mike Knoll
    - Steve Hansen
    - Joseph Baasch
    - Randall Pickering
    - Mark Schomisch
    - Kurt Drezek
    - Brian Satula
    - Carl Guse
  - Via Teleconference
    - Keith Butler
    - Joe Collins
    - Dave Mahoney
    - Mark Handlin
- Matt Joski
- Tony Barthuly
- Mark Padoll
- Rich McVicar
- VISITORS
  - Kathleen Lordo
  - Peter Jafata – Motorola
  - Bill Bouma
  - Tim Pierce
  - Jeff Ohnstad
- OJA STAFF
  - Dave Spenner
  - Jennifer Lord
  - Sabrina Fordyce

#### REVIEW AND APPROVAL OF JULY 15, 2010 MEETING MINUTES

- MOTION
  - Motion made to approve past meeting minutes
  - Motion seconded and carries

#### OLD BUSINESS - NONE

#### SUSTAINABILITY WORKGROUP REPORT

- OVERVIEW
  - Timeline on development
    - Six months to February
    - Establish interim timelines
    - Could take a matter of weeks for answers
  - Comments
    - Charge maintenance per talk group basis
    - Community will cover costs
    - Costs will be included in the scope
    - Workgroup look at ten options and go with one or two

#### TECHNICAL REPORT

- OVERVIEW
  - Factory acceptance testing

- Will take place Oct 18-22
- Equipment setup at EF Johnson
- IP Network all built
- Five rows of ten racks of equipment
- Most antenna installations complete
  - Several sites waiting for new towers to be constructed
- Combiners – Most designs completed
  - Early sites on air for testing
    - Chilton site
    - Haven site
  - Sites to be installed in September
    - Baraboo
    - Columbus
    - De Pere
    - Eden
  - Haven did coverage testing two weeks ago with positive feedback
  - Training done for tech admins
    - Maintenance at the end of July and early August
  - Frequency Plan
    - Moving forward well
    - Fifty five new licenses will fill many remaining requirements
    - Looking at setup of a number of conventional to trunking gateways
    - Gateway box to connect
    - Setup number of those to provide traffic loading on the system during testing
    - Looking to select group of volunteer agencies to connect via gateway
    - Test priority levels
    - Limited two way testing can be enabled
    - Looking at roaming testing
- Technical Workgroup will meet on September 8<sup>th</sup>

#### **OJA UPDATE**

- OVERVIEW
  - OJA Concept Papers
    - Grant continues through October 1, 2010
    - Two interested communities – Dane County and Sawyer County
      - Dane County
      - Sawyer County – ready to begin
      - Meetings have started with Sawyer
        - Kimball will work with them directly
        - Six week reports on progress
      - Looking at what other communities could apply
        - Seven or eight other communities will be considered
        - OJA will do outreach
      - Leverage exists with Interoperability funds
      - Texas trip is October 18 – 22, 2010
- COMMENTS ON CONCEPT PAPER PROGRAM
  - Build outs
  - Communities don't know what long term costs are as daily users
  - How to budget
  - Discussion of options doesn't cost anything
    - Fully funded
    - Baseline piece of WISCOM seeking funding for
    - User fees will always be set by users

- OJA has been contacted by school systems and other agencies
  - Who is a potential free mutual aid user?
  - OJA needs SSMG assistance
  - Issue is that FCC has a broad definition of who can be a user
  - PISC grant issue – who’s primary beneficiary
  - OJA – SSMG discussion
    - Already decided that traffic had to be affiliated with public safety agencies
- More clearly defined eligibility for which agencies can be users
  - Point made that there is some precedence out there
  - DOA has guidelines which users have statewide eligibility
  - One party is a group of school districts working on a concept paper
    - Partners should not be limited
  - Should reach out to military
    - Title 2 and Title 10
- Add an Agenda Item to further define user categories and get DOA documentation on guidelines
- Decision to collect all documentation to put information together to decide which workgroup will look at.
  - Suggest a separate group should look at
  - Suggest that this be given to governance committee
    - Three SSMG member are on Governance Committee
- Add an Agenda item to add Governance Committee Report
  - Feedback in/out of State of Wisconsin
  - Expansion of membership
  - Add other persons that want to be on the committee

#### **SCIP IMPLEMENTATION WORKSHOP**

- Report will be put out with an executive summary
- Share information with all stakeholders
  - Long and short term goals for all continuums
  - September 16, 2010 Interoperability Council meeting to discuss and possibly act on goals

#### **OJA EFFORTS ON SECURING WISCOM OPERATIONAL COSTS IN STATE BUDGET**

- Once submitted to governor’s office – cannot discuss outside
- Dave Spenner to provide an internal draft
- Spenner explained eligibility for SSMG members’ expenses according to state guidelines
  - Parking - covered
  - Mileage – covered
  - Eligibility for meals and lodging expenses are sometimes covered
- Meeting September 7, 2010 at 9:00am inviting SSMG and public comment on how WISCOM will be useful for local and tribal agencies

#### **MEETING ADJOURNED FOR LUNCH PICK UP AT 12:05PM**

#### **NEW BUSINESS**

- Adopt a policy to move toward teleconference and videoconferencing
  - One location has to be noticed as a public location by state law
  - Must have a voting member of organization at each public site listed
  - Bylaws must allow for distance
- MABAS/WISCOM
  - System traverses with BadgerNet
  - Many locations already have BadgerNet available
  - Suggestion to adopt
  - Suggestion to stay clear of specific definition of technology used
- OJA is currently exploring conferencing options

- Will have capabilities in 2011
- Find sites and agencies – over four hundred around the State of Wisconsin
  - Gather information for each SSMG member location
- Motion made to adopt
  - Motion seconded
  - Motion carries

#### MEMBER DISCUSSION

- MEDIA
  - Dave Spenner has received numerous emails in response to the media's article on OJA and Interoperability in Wisconsin
    - Responses indicated that the article was poorly written and lacked diversity of opinion
- COMMENTS
  - The article brings in project attention
    - Puts project in before the legislature
  - Committee report on September 7, 2010 will be very important
  - Legislature will have questions related to the article
  - SSMG should attend the meeting to speak on behalf of the project
  - Members are able to speak with their local legislators to share opinions
- DISCUSSION REGARDING DEMONSTRATING USAGE BY SSMG MEMEBERS
  - Move toward tests sites up and expanded but could do something to promote industry to increase awareness – twenty two people on SSMG have huge role of being champions to WISCOM project.
  - Suggestion that OJA provide radio upgrades to travel across state to demonstrate radio capabilities
    - Use as a marketing tool
  - OJA should come up with a grant funding opportunity
  - Demonstrate both mobile and portable capability
  - Survey is needed to determine the need for flash upgrade or equipment
  - Need to notice concept on agenda for next meeting or have IC take up the issue of providing.
  - Grant program could not provide radios to state agencies
    - Give two to local and share with State of Wisconsin
  - Single agency could act as a host and distribute
  - Use multiple brands for demonstrations
  - Assess situations are out there that could work with this
    - Estimated cost
  - Draft up a potential motion for September meeting
  - SSMG members should send Carl Guse what they need
    - Flash upgrade or equipment upgrade
  - Initiate in an email to all SSMG members and expand to Technical Workgroup
    - Test system
    - Play with it
    - Demonstrate it
  - Noted that MABAS had a major exercise
    - If had a system like this there would be a better way of coordinating between states
  - Pilot Program for WISCOM link with hospitals
    - Looking favorable
    - Paul Wittkamp to have a letter to give to SSMG
  - Gateway Issues
    - Refer to the Technical Workgroup
    - Carl Guse to put on the agenda
    - Discuss complex Interoperability issues and what gateway can do

#### NEXT MEETING DISCUSSION

- Next meeting will on Friday, September 24<sup>th</sup> at 10:30am in Appleton

**ADJOURNMENT**

- MOTION
  - Motion made by Joe Collins to adjourn
  - Motion seconded by Paul Wittkamp
  - Motion Carries

**MEETING ADJOURNED AT 1:55PM**