Wisconsin INTER((•))PERABILITY Initiative

Seamless Public ▼ Safety Radio Communications

Meeting
Minutes

Southeast Regional SCIP Implementation Council

WAUKESHA COUNTY COMMUNICATIONS CENTER
1621 WOODBURN ROAD
WAUKESHA, WI 53188

Meeting Minutes

July 12, 2010

Call to Order

The first organizational meeting of the Southeast Regional SCIP Implementation Council was called to order at 1:05 PM by Gene Oldenburg, SE Region Interoperability Coordinator.

Introductions

All regional council members engaged in self-introductions. Gene introduced Steven Fronk, Director of the City of Milwaukee Office of Emergency Management and Homeland Security and Desiree Matel-Anderson, Fiscal Compliance Monitor with that office. Steve provided a brief explanation how his office serves as the lead agency for the Urban Agency Security Initiative (UASI) that covers five of the eight counties in the SE Regional SCIP Council, along with being the fiscal agent for the grant that covers Gene's position. Richard Tuma, Director of Emergency Preparedness for Waukesha County was thanked for hosting the meeting. He offered those present a tour of the communications center after the meeting. Non-member interoperability stakeholders in attendance also engaged in self-introductions.

Appointment of Interim Chair

The membership agreed with Gene Oldenburg serving as the interim chair for the meeting.

Orientation/Overview on Interoperability

Gene gave a PowerPoint presentation that provided an overview of the interoperability movement in the nation and how events such as the January 1982 DC-Potomac River airliner crash, the terrorist attacks on September 11th and Hurricane Katrina led to the development of the National Emergency Communications Plan (NECP) by the Department of Homeland Security to set the national goals, recommendations and milestones to coordinate and improve emergency communications. Gene explained that the City of Milwaukee was evaluated for compliance with NECP Goal 1 in June 2010, which required UASI regions demonstrate their response level emergency communications within one hour between

multiple jurisdictions and agencies for a routine event, (the "Big Bang"/Summerfest opening day fireworks.)

The presentation continued by discussing the interoperability initiatives in Wisconsin, which included the publication of the 2007 Statewide Communications Interoperability Plan (SCIP), the statutory creation of the Interoperability Council (IC) and the specific legislative directives for the IC.

The presentation continued by describing the importance of governance that ensures the first responders know and understand how to use interoperable communications systems during an emergency. Gene commented this is the most important goal and it should not be forgotten in the quest for technical solutions to address interoperable systems. Richard Tuma commented on some communications issues during June when tornados struck several communities in Waukesha County.

Gene explained for our interoperability initiative, the state is divided into six regions based on the Wisconsin Emergency Management territories. Our regional council is composed of three representatives from each of the eight counties along with one member representing the county emergency managers. Our region is very diverse in both population and radio systems.

Review of Charter

Gene provided an overview of the charter adopted by the Interoperability Council that authorized the creation of the Statewide and the Regional SCIP Implementation councils, their mission statements, membership compositions, common governance procedures and objectives. Electronic versions of the charter will be sent to all council members, to supplement the hard copies distributed at the meeting. Members were also encouraged to visit the Wisconsin Interoperability Initiative website at http://interop.wi.gov/ to obtain additional information and documentation on the wide range of ongoing activities. The two key partners at the state level are Dave Spenner, State Interoperability Coordinator and Jennifer Lord, Communications Interoperability Planning Analyst.

Regional Council Leadership

Gene described how both the charter and draft by-laws developed by the state directed that our regional council be led by a chairperson and a vice chairperson (or optional co-chairpersons). The leadership will serve on the Statewide SCIP Implementation Group, along with the regional coordinator. The Statewide Group is composes of the leadership and councils from all six regions plus an OJA representative. It was suggested and agreed upon that the election of leadership occur at the next meeting since it is important that those who may be interested in serving understand the time commitment involved working on both councils for a two year term.

Review Council/Coordinator Deliverables and Timelines

Gene reviewed the deliverables and timelines established for both the council and coordinator under the grant for 2010 – 2011. Holding today's meeting was a major benchmark.

Conversations and emails have been exchanged between state frequency coordinator Carl Guse, Chief Tom Czaja (serves as chair of the Mutual Aid Frequency Coordinating Group – MFCG) and your regional coordinator on how to inform stakeholders on migration to narrow banding in the 150 – 512 MHz frequency range. Ben Schliesman reminded members that radio controlled county emergency warning sirens should be checked to see if they need to be updated to comply with the FCC narrow-banding requirements.

Gene explained the Communications Asset and Mapping (CASM) and grant data input requirements. Since the Milwaukee UASI region has already conducted initial information input for five of our eight counties, our region is in good shape. He will continue to participate in monthly information webinars to learn more about the software.

Gene briefly described the county Tactical Interoperability Communication Plans (TiCP) requirement. He will be attending a train-the-trainer workshop in August and will provide an update at the next meeting.

Another deliverable involves WISCOM, the VHF trunked radio system being built by the State that will use existing and new tower sites. WISCOM will be an option for local users when they consider any upgrades or replacement of their existing, stand –alone radio systems. Gene advised interested parties to check the interoperability website home page noted above for additional information for grant possibilities regarding interest in replacing existing communications systems with a WISCOM system for daily operations.

Other deliverables involve Communications Unit Leader (ComL) training, after action reporting of incidents and exercises involving interoperability and SCIP plan updates. Gene participated in a SCIP workshop conducted at Fox Valley Technical College in late June that made some recommendations for that updated plan scheduled to be released this summer.

Information Sharing Within Council

Gene stated he will communicate with the membership via email and some information will be posted on the interoperability website. Jennifer Lord has mentioned the possibility of using this web site for additional council work. Steve Fronk mentioned the City of Milwaukee Office of Emergency Management and Homeland Security is working on using UASI funds for video conferencing capabilities in the region.

Next Meeting Date

Richard Tuma offered the Waukesha County Communications Center as the default regional council meeting location. He stated that Mondays during the 1:00 PM – 4:00 PM time frame are available.

The membership agreed that the next meeting will be conducted in late September. Gene will poll the membership to identify the date when the most people will be available to attend.

Major items for the next meeting include the election of the regional council leadership, work on by-laws and the narrow-banding initiative.

Adjournment

Meeting adjourned at 2:55 PM.

Regional Council Members in Attendance

Thomas Czaja, Chief	Fox Point Police Department
Lou Denko, Captain	Wheatland Fire Department
James Gage, Chief	Elm Grove Police Department
Peter Hoell, Chief	Germantown Police Department
Phil Johnson, Lieutenant	Kenosha Fire Department
Mark Krueger, Lieutenant	Kenosha County Sheriff's Department
James Mayer, Lieutenant	North Shore Fire Department
William Meloy, Chief	Saukville Police Department
Tim O'Neill, Asst. Chief	Delavan Fire Department
Mark Owen, Director	Ozaukee County Emergency Management
Rob Robins, Chief	Wind Lake Volunteer Fire Company
Ben Schliesman, Director	Kenosha County Emergency Management
John Schrader, Radio Admin.	Washington County Sheriff's Department
William Selzer, Chief	Elm Grove Fire Department
Chris Severt, Chief	Walworth Police Department
Ken Sternig, Program Mgr.	Milw. Co, Emergency Medical Services
Richard Tuma, Director	Waukesha Co. Emergency Preparedness
Kevin Williams, Lieutenant	Walworth County Sheriff's Department
Tim Zarzecki, Chief	Mount Pleasant Police Department

Respectfully Submitted,

Gene Oldenburg
SE Wisconsin Regional SCIP
    Implementation Coordinator