

**STATEWIDE SYSTEM MANAGEMENT GROUP  
SUSTAINABILITY WORKGROUP**

OFFICE OF JUSTICE ASSISTANCE  
CONFERENCE ROOM B  
1 S. PINCKNEY STREET, SUITE 615  
MADISON, WI 53703  
NOVEMBER 16, 2010  
1:30 PM

**MEETING MINUTES**

**CALL TO ORDER – 2:05PM**

**ATTENDANCE**

- MEMBERS
  - In Person
    - Rich McVicar, Chair
    - Doug Meier
  - KIMBALL & ASSOCIATES
    - Via Teleconference
      - Laura Kelley
      - RD Porter
- GUESTS
  - Via Teleconference
    - Kathleen Lordo, DOT
    - Carl Guse, DOT
  - OJA STAFF
    - In Person
      - Jennifer Lord
    - Via Teleconference
      - Dave Spenner

**ROLL CALL AND INTRODUCTION OF MEMBERS**

**MEETING MINUTES FROM OCTOBER 14, 2010 MEETING**

- Correction – add Paul Wittkamp to “In Person” attendance
- Motion made by Paul Wittkamp to accept minutes with correction
- Motion seconded by Doug Meier
- Motion carried

**WISCOM SUSTAINABILITY COST ANALYSIS**

- RD Porter reviewed the latest version of the analysis document
  - Updates to Section 3 Findings were discussed.
  - In particular, changes and clarifications to Table 1, Table 2, and Table 3 took place.
  - The state map in 3.1.1 will be cleaned up.
  - Text of other state descriptions and revenue streams will be combined to present a clearer picture.
  - Different audiences for this document were discussed.
  - In comparing Table 5 and table 9, the committee felt it important to be able to show a base per unit cost.

**ACTION REQUIRED**

- Kimball & Associates will produce the next draft with this discussion in mind.
  - Further discussion of the audiences for this document take place at the next meeting with a focus on changes per audience (e.g.: legislature, elected local officials, etc.).
  - At the next meeting, a best guess per subscriber cost and priorities will be discussed.
  - At the next meeting, the remainder of the document will be reviewed.
  - Kimball & Associates will try to incorporate these changes by next meeting, but not required.
  - Kimball staff will make any necessary updates to the report following the SSMG workshop.

**NEXT SUSTAINABILITY WORKGROUP CONFERENCE CALL**

- Monday, November 29, 2010 at 2:00pm. OJA will host.

**MEETING ADJOURNMENT AT 3:20PM**

- Motion made by Paul Wittkamp to adjourn
- Motion seconded by Doug Meier
- Motion carried