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**Meeting Minutes**

**State Agency SCIP Implementation Group**

**10:00 AM**

**August 19, 2010**

**Wisconsin State Traffic Operations Center  
Amtrak Building  
433 W. St. Paul Ave., Suite 300  
Milwaukee, WI 53203**

The SASIG Meeting was called to order by Chairman Paul Wittkamp.

In attendance were Dave Spenner, Jason Crabb, David Owen, Jennifer Lord, Paul Wittkamp, Eric Wagner, Carl Guse, Larry Flessert, Chris Quesrell, Ian Nunn, and Dan Westfield.

Chairman Wittkamp determined that a quorum was present.

The minutes from the April 8, 2010 meeting were reviewed. A motion by Dan Westfield, seconded by Carl Guse to approved the minutes. Motion passes.

During the minute's discussion, a suggestion was made for there to be follow up to our prior agreement to invite a UW representative to participate with the SASIG.

The next agenda item was review of the SASIG Charter.

It was affirmed by consensus that this endeavor is worthwhile because it ensures a state agency perspective into our strategic interoperable communications planning. Also identified during the discussion is a list of possible tasks/priorities for the workgroup to invest in. These include:

- CASM Implementation
- TICP and the sate agency attachment to county plans
- Narrowbanding of systems and a data table that summarizes future agency plans
- WISCOM and the future of sate agency participation
- Broadband for Public Safety and ongoing awareness of future implications
- Training and exercises

It was agreed by consensus that this list should be considered for prioritization at the next meeting as old business.

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The next agenda item was ESF#2. Eric Wagner provided an overview and advocated for the SASIG to be part of the planning group for this document. It was noted that the Educational Communications Board is a support agency per FEMA so the SASIG may want to have them on the SASIG as well. This will be a business item for the next meeting.

The next item on the agenda was the pre-filled ICS Form 205 and 217.

Eric Wagner provided an overview of its usefulness during the 5-20-10 SIMCOM Exercise. A powerpoint for the exercise was presented to the members and highlights of the after action report were shared for group discussion. It was added that the US Northern Command may participate and support next year's exercise in conjunction with military "Vital Communications Exercise" efforts.

The next agenda item was the state agency Tactical Interoperable Communications Plan (TICP). Jennifer Lord briefed that efforts are progressing to provide for each county to have a TICP and that a companion document would be a state agency TICP. Dave Spenner stated there may be the potential for additional technical assistance from the ICTAP program and wanted to know if there was interest at this time to pursue the development of a state agency TICP. Carl Guse moved to seek the opportunity for a date to be determined in 2010. Jason Crabb seconded the motion. Motion passed.

The next agenda item consisted of an update on WISCOM. Carl Guse provided the update and answered questions. Dave Spenner asked if it would be possible to provide a county level interoperability talkgroup and Carl responded that he would look in to it.

The next item was the election of a vice chair. Eric Wagner nominated Kent MacLaughlin for vice chair. Jason Crabb seconded. There were no other nominations and it was determined by the chair that a unanimous vote be cast for Kent to be vice chair.

The next meeting will be in conjunction with a date to be determined perhaps in conjunction with a TICP workshop.

Dan Westfield moved for adjournment, Jason Crabb seconded. Motion carries and meeting was adjourned.

A tour of the STOC facility followed for those able to participate.