

COMMUNICATIONS UNIT WORKGROUP (COMU WG) MEETING

FRIDAY SEPTEMBER 6, 2019

9:00 AM

TELECONFERENCE (877) 411-9748

PASSCODE: 1193649

MEETING MINUTES

1. Meeting called to order at 9:05 AM.

Quorum was established with 6/8 members present. Present in person: Erik Viel, Brian Jansen, Rick Lange, and Todd Lindert. Present via teleconference: Bill Tyler and Jim Westover. Also present: Jamie Formea, Gene Oldenburg, Molly Boss, Meredith Hauge, Heather Harris-Fatty, Paul Hughes and Doug Lofreddo.

2. Review and approval of April 5, 2019 meeting minutes.

Motion to approve the meeting minutes by Lindert. Seconded by Tyler. Unanimous approval

3. Review and approval of April 8, 2019 meeting minutes.

Motion to approve the meeting minutes by Tyler. Seconded by Lindert. Unanimous approval

4. Public Comment - There was no public comment.

5. After discussion, Position Task Book (PTB) review/approvals were tabled until the next meeting.

- Dawn Chuilli, Incident Tactical Dispatcher (INTD)
- Jennifer Evon, Incident Tactical Dispatcher (INTD)
- Jeremy Scott, Incident Tactical Dispatcher (INTD)
- Steven Fenske, Communications Unit Leader, (COML)
- Glen Hageman, Communications Unit Leader, (COML)
- John McManus, Communications Unit Leader, (COML)

Motion to table approval of all PTB's by Lange. Seconded by Westover. Unanimous approval

6. COMU Standard Operating Guidelines were discussed and were tabled until the next meeting. All documents will be reviewed.

7. WI FOG update will be addressed at the following meeting as the Office of Emergency Communications waits for more responses from the recent email requesting input.

8. Meeting adjourned at 10:59AM.

Motion was made to adjourn the meeting by Tyler. Seconded by Lindert. Unanimous approval.

Respectfully,
Heather Harris-Fatty
DMA/OEC