

WISCONSIN INTEROPERABILITY COUNCIL  
THURSDAY NOVEMBER 21, 2019  
12:30 PM

DEPARTMENT OF MILITARY AFFAIRS  
2400 WRIGHT STREET, ROOM 230  
MADISON, WI

**MEETING MINUTES**

1. Chair Matt Joski called the meeting to order at 12:30pm.
2. Quorum was established with 9/11 members present. Present in-person: Anthony Burrell, David Cagigal, Matt Joski, and Darrell Williams. Present via teleconference: Chris DeRemer, Jamie Formea, Steve Hansen, Sean Marschke, Todd Schaller, and Christine Westrich.

3. Review and Approval of September 26, 2019 Meeting Minutes

*Motion to approve the September 26, 2019 Meeting Minutes by Formea. Seconded by Williams. Unanimous approval.*

4. IC and Subcommittee Membership Updates
  - A. Joski introduced and welcomed the new IC Designee from DOT: Superintendent Anthony Burrell of the Wisconsin State Patrol
  - B. Joski read through the current vacancies for the Interoperability Council and each subcommittee.
5. Public Comment – Joe Massie from Brown County inquired about the subcommittee vacancies and his interest.
6. Old Business
  - A. WISCOM Update
    1. DOT Report – *Anthony Burrell*
      - a. There is a pending systemwide upgrade on version 18.1.4. This upgrade will affect most devices on the system, as well as Stargate Consoles. Most upgrades can be done remotely. Support staff have been provided a preliminary procedure from EF Johnson. Engineering staff are currently reviewing the procedure and making recommendations to testing locations regarding time period and staffing requirements for the upgrade.
      - b. EF Johnson is also providing two upgrade procedures for engineering. One is for the operating system on the Atlas 8000 box, and the other is the new Atlas 4500 software upgrade procedure.
      - c. Technical staff has been performing site preventative maintenance across the state and shipping equipment for repair where needed.
    2. DMA Report – *Molly Boss*
      - a. Since January of 2019, the number of total push-to-talks on the system is 22,031,095 with total air time totaling 76,016,840 seconds, which averages 3.5 seconds per transmission. The number of busies is 92,784, with an average busy time of 3.2

seconds. The number of talk groups in the system is 2,201; out of that number, 977 have had actual air time. There are currently 40,255 IDs issued on WISCOM today.

- b. Juneau County is in the process of switching to WISCOM for daily operations. The plan is to switch law enforcement first and Fire/EMS at a later date; however, there has been a hiccup, and this is on pause as there has been an issue with frequency licensing at the North Tower. It is anticipated to be remedied before the end of the year. The Southern Cell is still operating as designed and tested.

B. NG911 Program Update – *Jessica Jimenez*

1. The state released the RFP for an ESInet and NextGen core services on October 29, 2019, with responses due March 10, 2020. Questions regarding this RFP can be submitted to Andrea Welch, at the Department of Administration ([andrea.welch@wisconsin.gov](mailto:andrea.welch@wisconsin.gov)).
2. The 911 Subcommittee, with the help of 911 Authority, is planning to update the Wisconsin Statewide NG911 Strategic Plan. A group has been formed to start working on this and the group is anticipating having a draft ready to present to the Subcommittee in early 2020. Updates will include alignment with the goals of the 2019 Wisconsin Emergency Communication Strategy.
3. Federal 911 Grant
  - a. The OEC Grant Guidance document was released October 28, 2019.
  - b. Laurie Borgers was hired to be the primary contact for the grant program and to help DMA administer funds to the PSAPs.
  - c. The OEC is planning to accept grant applications starting in December 2019, with anticipated awards to start in early 2020.
  - d. The OEC Grant Guidance document identifies the grant project period as ending on June 30, 2021, but the final deadline for the federal funds to be spent is March of 2022.
4. 2019 Wisconsin Act 26
  - a. The governor signed 2019 Wisconsin Act 26 (formerly 2019 Assembly Bill 471) on November 19, 2019. The four main objectives of Act 26 include:
    - Creating a competitive grant program for NG911.
    - Requiring the 911 Subcommittee to advise DMA on eligibility criteria and awarding the grants.
    - Requiring that DMA promulgate rules for the eligibility criteria.
    - Requiring awards only be given to one PSAP per county.
5. GIS Gap Analysis
  - a. OEC is developing a scope for the GIS Gap Analysis with help from the Wisconsin Land Information Association (WLIA).
  - b. No definite timeline has been identified, but the funds need to be spent by June 2021.
  - c. The GIS Gap Analysis is intended to help prepare Wisconsin for NG911 call routing and assist the state in developing standards for the different layers that may be required for a NG911 system.

C. Public Safety Broadband Program Update – *Jessica Jimenez*

1. OEC is working on hiring a Public Safety Broadband Program Specialist.
2. FirstNet Updates
  - a. OEC staff have been meeting with FirstNet representatives quarterly to get network updates, subscriber updates and updates on how they are working towards fulfilling the plan for Wisconsin.

- b. In total there are currently 900,000 subscriber units in the nation, with 5,800 subscriber units in Wisconsin. Hospitals are becoming very interested in FirstNet and the communication capabilities that come with it.
  - c. Two FirstNet-specific tower sites have gone live. Wisconsin agreed to a total of 20 as part of the plan for Wisconsin. Four more sites will go live by the end of the year.
  - d. FirstNet released a roadmap for future investments. Based on feedback from user forums, the planned investments include updating the core to 5G and new deployables, possibly to include drones.
  - e. DNC planning discussions are currently ongoing concerning the ability to uplift FirstNet users at the DNC in Milwaukee in 2020.
3. Public Safety Broadband Technology Association Forum
- a. There is a FirstNet Assist app that allows users to request priority uplifting.
  - b. There is an AT&T app called Mark the Spot which allows users to mark the location of coverage issues.
  - c. Public safety broadband grant information and assistance can be found on the website [www.Allthingsfirstnet.com](http://www.Allthingsfirstnet.com).
  - d. FirstNet and AT&T are encouraging users to submit timely feedback regarding any issues they experience.
4. US Cellular presented at the November 5 NPSBN Subcommittee meeting.

D. WI OEC/SWIC Update – *Erik Viel*

1. WISCOM RFI/RFP
  - a. Meetings were held with vendors in early October and the vendor feedback has been summarized in a one-page briefing that was discussed with the council later in the meeting.
  - b. Viel has been working with other state agencies to achieve alignment on the scope and goals of the RFP. He anticipates having a more detailed update to share with the Council in January.
2. There is a COMT class scheduled for January 6-10 in Fitchburg. Interested parties can sign up for that class via the Wisconsin Emergency Management (WEM) Training Portal.

7. New Business

A. Subcommittee Vacancies for Recruitment – *Molly Boss*

1. Boss led a discussion regarding the proposed 30-day Nomination Period for subcommittee vacancies and the process to include or omit vacancies when initiating nomination periods.
2. OEC will use Google Forms to receive applicant nomination information and will post the vacancies to the website in addition to potentially sending the public notice out via DMA's GovDelivery.
3. Review and Possible Action to Initiate Process to Open the Existing Subcommittee Vacancies for Recruitment.
  - a. After discussion, the Council elected to open the following subcommittee vacancies:
    - LMR Subcommittee
      - i. State EMS Communications Coordinator (or their designee)
      - ii. East Central Region Representative
      - iii. Local Fire Service (volunteer or full-time) Representative
      - iv. WI Dept of Justice Representative
      - v. WI Dept of Natural Resources Representative
    - NPSBN Subcommittee
      - i. Badger State Sheriffs Association Representative
      - ii. WI Dept of Natural Resources Representative

- iii. WI Public Service Commission Representative
- iv. WI Emergency Medical Services Representative
- WISCOM Subcommittee
  - i. East Central Region Representative
  - ii. Northeast Region Representative
  - iii. West Central Region Representative
  - iv. WI Dept of Justice Representative
  - v. WI State Patrol Representative
  - vi. Southeast Region Representative

*Motion to open the subcommittee vacancies by Formea. Seconded by Cagigal. Unanimous approval.*

- B. Review and Possible Action to Approve the updated COMU Workgroup Standard Operating Guidelines – *Molly Boss*
  - 1. Boss highlighted the updates made to the document.

*Motion to approve the COMU Workgroup Standard Operating Guidelines by Formea. Seconded by Hansen. Unanimous approval.*

- C. Review and Possible Action to Approve the RF Over LTE/IP Gateway Policy – *Erik Viel*
  - 1. Viel summarized the RF over LTE/IP Gateway Policy.
  - 2. There was a general group discussion about the policy and the definition of a gateway.

*Motion to approve the RF Over LTE/IP Gateway Policy with the policy amended to use the phrase “push-to-talk-over-cellular (PTT-OC) Gateway” where “gateway” has previously been used, by Formea. Seconded by Cagigal. Unanimous approval.*

- D. WISCOM RFP Vendor Input Summary Discussion – *Erik Viel*
  - 1. In early October four vendors were invited to give feedback on the 2018 WISCOM RFP. Viel reviewed a summary of the vendor feedback with the Council. Leadership from DMA, from the Department of Administration and from the Department of Transportation are all working together to create clear, aligned goals for the new WISCOM RFP.
- E. Review and Possible Action to Approve the FirstNet Priority Setting Guide – *Jessica Jimenez*
  - 1. Jimenez summarized the Priority Setting Guide.

*Motion to approve the FirstNet Priority Setting Guide by Cagigal. Seconded by Formea. Unanimous approval.*

- F. Chief Warden Todd Schaller let the IC know that he will be retiring prior to the end of 2019.
- 8. The next meeting will be held on January 23, 2020 at DMA in Room 230.
- 9. Meeting adjourned at 1:50 PM.

*Motion to adjourn by Cagigal. Seconded by Williams. Unanimous approval.*

Respectfully submitted,  
Meredith Hauge  
DMA/OEC