

WISCONSIN INTEROPERABILITY COUNCIL
THURSDAY, MAY 28, 2020
12:30PM

WEB & TELECONFERENCE ONLY

MEETING MINUTES

1. Vice Chair Jamie Formea called the meeting to order at 12:32pm.
2. Quorum was established with 10/12 members present. Present via teleconference: Anthony Burrell, David Cagigal, Chris DeRemer, Jamie Formea, Kirk Gunderson, Steve Hansen, Michael Warnke, Christine Westrich, Darrell Williams, and Michael Woodzicka.

Members absent: Matt Joski and Sean Marschke.

3. Review and Approval of March 26, 2020 Meeting Minutes

Motion to approve the of March 26, 2020 Meeting Minutes by Westrich. Seconded by Woodzicka. Unanimous approval.

4. IC and Subcommittee Membership Updates

- A. Review and Possible Action to Approve Subcommittee Applicants

- 1) LMR Subcommittee
 - a. Wisconsin State Patrol Representative
 - Robert Hartson
 - b. West Central Region Representative
 - Christine Churchill
- 2) WISCOM Subcommittee
 - a. Southwest Region Representative (two seats available)
 - Keith Hurlbert
 - Timothy Slater
 - Kyle Schaefer
 - b. Wisconsin State Patrol Representative
 - Logan Zinsli
 - c. East Central Region Representative
 - Tyler Tuttle
- 3) NPSBN Subcommittee
 - a. Wisconsin Emergency Medical Services Representative (two seats available)
 - Brandon Frederick
 - Kyle Schaefer
 - b. Representative from an American Indian Tribe or Band
 - Theron Rutyna

Motion to approve all candidates that have been recommended for the Interoperability Council Subcommittee seats, whereas the IC will accept Kyle Schaefer's application for the NPSBN Subcommittee, as opposed to his application for the WISCOM Subcommittee by Cagigal. Seconded by Williams. Unanimous approval.

B. Review and Possible Action on Vacancies

- 1) Meredith Hauge reviewed the list of remaining vacancies for each subcommittee.

Motion to open the subcommittee vacancies for recruitment by Cagigal. Seconded by Woodzicka. Unanimous approval.

5. Public Comment – There was no public comment.

6. Old Business

A. 911 Subcommittee Chair Report – *Bob Frank*

- 1) Membership update:
 - a. New member appointments.
 - Steven Kutsch
 - Brad Jorgenson
 - Matt Sparks
 - b. Returning member reappointment: Robert Whitaker.
 - c. John Dejung retirement, his seat will be open as of July 1, 2020.
 - d. Remaining open member position: Chief of Police.
- 2) Discussed feedback from PSAPs regarding measures taken due to COVID-19.
- 3) GIS project is moving forward.

B. Land Mobile Radio Subcommittee Chair Report – *Todd Lindert*

- 1) Summary from the May 27, 2020 LMR Subcommittee Meeting
 - a. New members welcomed to the Subcommittee:
 - Taylor Holum – Wisconsin Department of Justice
 - Joe Massie – Brown County Public Safety Communications
 - Tucker McCumber – Shell Lake Fire Department
 - Tim Lizotte – Wisconsin Department of Natural Resources
 - b. Approval of Jon Kemmett's Communications Technician (COMT) Position Task Book.
 - c. Review of the WECS Goals Assigned to the LMR Subcommittee.
 - d. Discussion of updates to the WI-FOG based on updates to the NI-FOG.

C. Nationwide Public Safety Broadband Network (NPSBN) Subcommittee Chair Report – *Gerry Klein and Paul Hughes*

- 1) Summary from the May 21, 2020 NPSBN Subcommittee Meeting
 - a. WECS Goal: Outreach and Education to public safety agencies
 - b. General task review and prioritization
- 2) Update on DNC planning
- 3) Description of, and plan for distribution of the FirstNet WI Priority Setting Guide
- 4) Klein presented the following topics for discussion:
 - a. Eliminating the Department of Justice Seat on the NPSBN Subcommittee.
 - b. Combining Subcommittees as technologies advance with the use of broadband.

D. WISCOM Subcommittee Chair Report – *Keith Kesler*

- 1) Summary from the May 27, 2020 WISCOM Subcommittee Meeting
 - a. New members welcomed to the Subcommittee:
 - Paul Eaton – Life Link III
 - Kirk Gunderson – Mayo Clinic
 - Marshall Ogren – Wisconsin Department of Justice
 - Dan Weber – Milwaukee County
 - b. WISCOM system update.
 - c. WISCOM agreement update.
 - d. Discussion on WISCOM Subcommittee OEC Website content.
- 2) Kesler suggested eliminating vacant, agency-specific seats on the WISCOM Subcommittee, if the agencies do not intend to fill them.

E. WISCOM Update

- 1) DOT Report – *Anthony Burrell*
 - a. The 18.1.4 upgrade that began in January and ran into early March included:
 - The Network Management Server (NMS)
 - ISSI's (Inter-RF Subsystem Interfaces)
 - All trunking system network interfaces (TSNI)
 - b. Bureau of Network Engineering Data Infrastructure technicians have reviewed the release notes for the 19.1.0 and 19.1.1 upgrades; EF Johnson is preparing a procedure document for implementation.
 - c. WISCOM site preventative maintenance checks were deferred in early spring due to the COVID-19 pandemic, they will be reinstated statewide starting in early June 2020.
 - d. Bureau of Network Engineering Data Infrastructure Engineers/Technicians continue to support Edge Consulting during the statewide tower site civil assessment. The technicians worked with City of Milwaukee radio technicians to migrate several talkgroups from legacy technology to the ISSI. This will allow a number of agencies to better communicate between WISCOM and OpenSky; the DNR, DCI, UW-Milwaukee PD, Milwaukee PD and several regional and statewide tactical talkgroups will benefit from the new connection.
- 2) DMA Report – *Heather Harris-Fatty*
 - a. Review of WISCOM system data related to number of push-to-talks, talkgroups, and users.
 - Erik Viel highlighted the fact that the most recent data is consistent with the previous months' numbers.
 - b. 19.1 and 19.1.1 EF Johnson Software updates have been released
 - EF Johnson has sent the preliminary plan for review and questions
 - Final meeting with techs will be scheduled with EF Johnson before beginning to test the software on the WISCOM system.
 - After Wisconsin State Patrol staff has tested the software, the updates will proceed using the same procedure as the last rollout.
 - The AGWs were not updated as part of the 18.1.4 upgrade but will be included in the 19.1.1 update.
 - c. Jackson Correctional Institution
 - First 700 MHz site has been installed.
 - Site is up and running after some initial issues getting online.
 - The Department of Corrections is taking the opportunity for more training on the new 700 system but is still currently operating on the 800 MHz system.

- Kettle Moraine Correctional Institution will be the next 700 MHz site to be added to the WISCOM system.
 - d. Milwaukee ISSI maintenance work on May 20, 2020
 - WISCOM TG's were added to the ISSI connection with Milwaukee's OpenSky System
 - ISSI connection was rebooted without incident and traffic is passing correctly
- F. NG911 Program Update – *Jessica Jimenez*
- 1) ESInet RFP. Responses were due March 10, 2020, and the RFP is still in the evaluation phase.
 - 2) GIS Gap Analysis
 - a. Signed contract with Geo-Comm, LLC to perform four main tasks:
 - Task 1 – NG911 GIS Standards Development
 - Task 2 – GIS Data Assessment and Analysis
 - Task 3 – Education and Outreach
 - Task 4 – Final Analysis Report
 - b. Final Report to be completed May/June 2021
 - 3) 2020 NG911 Strategic Plan
 - a. Last Strategic Plan was established in 2017
 - b. Currently working on a new version
 - c. Anticipate a document ready for review at July IC meeting, pending 911 Subcommittee approval
 - 4) 2019 Wisconsin Act 26
 - a. Directed DMA to establish administrative rules for the state grant program
 - b. Signed in November 2019
 - c. A Scope Statement was submitted to the Department of Administration for legal review and ultimately was submitted to the Governor for approval on May 12.
 - d. DMA cannot work on administrative rules until the Scope Statement is approved by Governor. Anticipating initial discussions related to administrative rules to begin in August 2020. DMA will work with the 911 Subcommittee on the rules, as required by Act 26.
 - 5) Federal 911 Grant
 - a. \$2.9 million dollars was received for NG911 equipment and projects.
 - 29 applications were submitted, and 24 applicants received awards ranging from \$11k - \$276k.
 - Allowable grant projects included customer premise equipment (CPE) and recording equipment replacement or refresh.
 - 5 applications were denied. A denial summary will be distributed after the meeting.
 - b. Approximately \$624k available for the second round of applications.
 - The 911 Subcommittee advised prioritizing funding for the second round in the following order:
 - i. CPE replacements or upgrades
 - ii. Recorder replacements or upgrades
 - iii. Mobile answering positions
 - The 911 Subcommittee also advised prioritizing PSAPs who did not receive funding in first round, as well as multi-jurisdictional PSAPs.

- Currently drafting a handout to distribute to PSAPs to prepare for release of second round of funds, first focusing on PSAPs that have not upgraded to NG-capable CPE.
- c. The State established a grant goal of 80% of PSAPs having purchased or implemented NG-capable CPE with this grant. 7 additional PSAPs will need to implement NG-capable CPE in order to meet this goal.

G. Public Safety Broadband Program Update – *Margaret Zieke*

- 1) FirstNet tower site buildout continues to be on track and/or ahead of schedule. Overall coverage is increasing statewide.
- 2) Planning continues for the DNC.
 - a. A decision has not been made as to whether the DNC will be held virtually or in person.
 - b. All major cellular carriers are preparing as originally planned.
 - AT&T has over 300 active projects related to the DNC in Milwaukee.
 - Verizon and US Cellular also have significant coverage buildouts in the works for both external and in-building coverage.

H. WISCOM RFP – *Erik Viel*

- 1) WISCOM RFI was released on May 12th. The RFI was based on the problem statement previously presented to the IC.
- 2) An Executive Steering Committee (ESC) will lead the RFI process.
 - a. The ESC includes representation from the Department of Administration, the Department of Military Affairs, the Department of Transportation, the Department of Natural Resources, the Interoperability Council, and a Local/Daily User.
 - b. The ESC will assist by answering vendor questions, reviewing the vendor responses, and participating in vendor presentations.

I. WI OEC/SWIC Update – *Erik Viel*

- 1) WISCOM Tower Site Assessment
 - a. Edge Consulting has been conducting preliminary assessments. Approximately 3 weeks into the project and 75% of the assessments have been conducted.
 - b. The purpose of the preliminary assessment is to provide data for a preliminary report, which will include a preliminary budget estimate, which will be used to guide an appropriations request for the budget cycle.
 - c. A more detailed tower assessment will be conducted later to fill in any information gaps and to provide a detailed final report which identifies maintenance or repairs that need to be addressed to prepare the tower network to support the new radio system that is put in place as a result of the WISCOM RFP.
- 2) Critical Connect
 - a. Critical Connect is a Motorola solution that is a cloud-based ISSI service. ISSIs are used to connect different P25 systems together. All radio systems that are connected to Motorola's Critical Connect can communicate with each other.
 - b. Critical Connect is being considered for use for DNC planning to facilitate communications between Illinois, Wisconsin WISCOM users, and Milwaukee & Waukesha Counties' Oasis Network.
 - c. The State is working on a trial agreement for Critical Connect and is coordinating with the state of Illinois to determine if an MOU with Illinois is required before the trial connection can be put in place (vs. an MOU with Illinois in the event of a desired permanent connection).

- d. Motorola and EF Johnson are testing the connection between a Motorola system and an EF Johnson system due to the fact that this type of connection has not been done before.
- 3) ISSI MOU with the City of Milwaukee
 - a. The goal is to finalize the MOU this summer.

J. Other Old Business

- 1) Discussion regarding the timeline for COMU recognition candidates and possible extensions to complete Position Task Books.

7. New Business

A. Selection of an IC Representative to Serve on the WISCOM RFI Executive Steering Committee

- 1) Viel summarized the timeline for the RFI and the expectations for the Executive Steering Committee (ESC).
- 2) Discussion regarding ESC representatives and the possibility of being an alternate representative.
- 3) Sheriff Matt Joski and Fire Chief Steve Hansen were nominated for the ESC.

Motion to approve Fire Chief Steve Hansen as IC Representative on the Executive Steering Committee by Cagigal. Seconded by Westrich. Unanimous approval.

B. OEC Website Discussion – Heather Harris-Fatty

- 1) OEC is planning updates to their website. The updated site will feature content about OEC program areas as well as the IC and IC Subcommittees. Updates will also be made to include information relevant to current projects and goals.

C. Discussion on Governance Meeting Format Going Forward – Meredith Hauge

- 1) General discussion on the format and frequency of IC Governance meetings due to social distancing requirements related to COVID-19.
- 2) The consensus of the IC was to continue holding all meetings remotely, at the regular cadence, until social distancing requirements have been lifted.

8. The next meeting will be held on July 23, 2020 via Skype.

9. Meeting adjourned at 2:06 PM.

Motion to adjourn by Westrich. Seconded by Cagigal. Unanimous approval.

Respectfully submitted,
Meredith Hauge
DMA/OEC