

WISCOM Subcommittee Meeting

WEDNESDAY, SEPTEMBER 23, 2020 - 12:30 P.M.

WEB/TELECONFERENCE ONLY MEETING MINUTES

1. Meeting Convened at 12:30 p.m.
2. Quorum was established with 10/18 members present. Present via teleconference: Darren Chappuies, David Gribble, Tim Halbach, Keith Hurlburt, Keith Kesler, Christopher Lehner, Marshall Ogren, Timothy Slater, Jan Victorson and Logan Zinsli.

Members absent: Joseph Baasch, Paul Eaton, Steven Fenske, Kirk Gunderson, Jennifer Lord, Gary McClelland, Tyler Tuttle and Dan Weber.

3. Meeting Minutes
 - A. Review and Approval of the July 22, 2020 Meeting Minutes

Motion to approve meeting minutes by Ogren. Seconded by Slater. Unanimous approval.

4. There was no public comment.

5. Old Business

- A. WISCOM Subcommittee Membership

- 1) Kesler welcomed the new Subcommittee Members

- B. WISCOM System Update

- 1) DMA Update – *Heather Harris-Fatty*

- Review of WISCOM system data related to number of push-to-talks, busies, talkgroups, and users.
- New WISCOM Users
 - (a) Arlington Emergency Medical Services in Columbia County
 - (b) Doylestown Fire Department in Columbia County
 - (c) Waterloo Fire Department in Jefferson County
 - (d) St. Germain Fire Department in Vilas County
 - (e) Three Lakes Police Department in Oneida County
 - (f) Rock and Green County Radio Fleets
- The Subcommittee discussed St. Germain Fire Department's application to become an Interop User on WISCOM. The application included a request for an agency specific talkgroup and a request for a regional talkgroup.

- 2) DOT Update – *Logan Zinsli*

- Recently repaired the winch on the SOW.
- Currently in the process of replacing the Elmwood Tower due to some deficiencies.

- C. WISCOM Agreement Work Group Update

- 1) Updated definitions of daily user and interoperable WISCOM users are under review.
 - 2) The next meeting will be in October.

- D. WISCOM RFP Update

- 1) Vendor presentations are taking place next week.
 - E. WECS Status Update
 - 1) Collect ongoing stakeholder input and develop recommendations for the maintenance, enhancement, or replacement of WISCOM/statewide public safety interoperable radio communication system.
 - Kesler has not been able to reach Sheriff Joski for discussion and Tyler Tuttle was not present at the meeting to share an update.
 - F. OEC Website Discussion
 - 1) Harris-Fatty shared the proposed content changes for the WISCOM Subcommittee webpage.
 - G. Update on WISCOM Program Manager Position
 - 1) The position description is currently being reviewed, OEC is hoping to move forward with the recruitment soon.
 - H. Upcoming Conferences and Events
 - 1) Meredith Hauge shared the background on this topic and asked for Subcommittee members to provide any known updates.
 - I. Other Old Business
 - 1) Kesler asked Subcommittee members to engage with members of their community to gather input on the WISCOM system or potential meeting topics.
6. New Business
- A. Review the WISCOM Administrative Manual for Potential Updates
 - 1) Victorson led a review and discussion of the Radio ID Plan.
 - 2) Harris-Fatty shared that an updated version of the document is on the OEC Website.
 - B. Review the Public Safety Naming Standards
 - 1) Victorson led a discussion about adding HSEMS and potential interoperability talkgroups to the WISCOM Policies, Procedures, and Guidelines document.
 - 2) Chappuies volunteered to discuss this topic with the hospital group from the Department of Health Services.
 - C. Discuss the process for adding radios to the WISCOM System
 - 1) Gribble asked about the proper process for adding radios to the system.
 - 2) Harris-Fatty shared that a process document is currently in the works.
 - D. Other New Business
 - 1) Kesler shared that there will no longer be regularly scheduled “Joint LMR/WISCOM Subcommittee Meetings”. If a topic requires discussion amongst both subcommittees then they will meet simultaneously to address that topic.
 - Hauge notified members of the corresponding change to the November meeting schedule.
 - 2) Harris-Fatty shared an update about the Long Term Evolution (LTE) Push-To-Talk (PTT) Over Radio Frequency (RF) Devices Survey that was distributed and asked for the Subcommittee members to please fill out the survey.
 - 3) Halbach shared that the National Weather Service offices in Green Bay and Duluth will be joining WISCOM soon.
7. Next Meeting will be November 18, 2020.
8. Meeting adjourned at 1:31 p.m.

Motion to adjourn the meeting made by Ogren. Seconded by Chappuies. Unanimous approval.

Respectfully submitted,
Meredith Hauge
DMA/OEC