

WISCONSIN INTEROPERABILITY COUNCIL

THURSDAY, NOVEMBER 19, 2020
12:30PM

WEB & TELECONFERENCE ONLY

MEETING MINUTES

1. Chair Matt Joski called the meeting to order at 12:30pm.
2. Quorum was established with 9/12 members present. Present via teleconference: Anthony Burrell (late), Jamie Formea, Steve Hansen, Matt Joski, Sean Marschke, Kyle Mirehouse, Michael Warnke (late), Darrell Williams, and Trina Zanow.

Members absent: Chris DeRemer, Kirk Gunderson, and Michael Woodzicka.

3. Review and Approval of September 24, 2020 Meeting Minutes

Motion to approve the September 24, 2020 Meeting Minutes by Formea. Seconded by Hansen. Unanimous approval.

4. IC and Subcommittee Membership Updates – There were no updates.

5. Public Comment

A. Jim Jarvis introduced the new Region V CISA Representative Jim Stromberg.

6. WISCOM Update

A. DOT Report – *Anthony Burrell*

- 1) Infrastructure
 - a. Construction continues at the Elmwood tower site. The new 220ft self-support tower is stacked and once antenna equipment arrives later this month, that will be installed, and the DOT will transition off of the existing tower.
- 2) Processes
 - a. Bureau of Network Engineering staff are finishing up the fall 2020 preventative maintenance checks.
 - b. Bureau of Network Engineering staff continues to support the OEC and Edge Consulting in scheduling site visits through Phase II of the statewide tower site civil assessment.
 - c. Lastly, Bureau of Network Engineering is supporting an RFI from Federal Engineering in advance of the WISCOM RFP.

B. DMA Report – *Heather Harris*

- 1) Review of WISCOM system data related to number of push-to-talks, talkgroups, and users.
- 2) New WISCOM Users
 - a. Allina Emergency Medical Services (serving parts of northwest Wisconsin)

- b. Aurora Fire Department in Florence County
 - c. Fence Fire Department in Florence County
 - d. Florence Fire Department in Florence County
7. NG911 Program Update – *Jessica Jimenez*
 - A. The ESInet RFP is still in the evaluation phase.
 - B. Federal 911 Grant Program
 - 1) Round One grants have been awarded and are active and ongoing projects.
 - 2) Round Two grant announcement was released August 28, applications are due November 30.
 - C. 2019 WI Act 26
 - 1) The rules discussion with 911 Subcommittee are ongoing and will continue into 2021.
 - D. GIS Gap Analysis with Geo-Comm, Inc.
 - 1) Data collection requests have been released to most agencies, and a majority of them have responded.
 - a. Continuing to hold conference calls to discuss results with PSAPs.
 - 2) Each agency that participates will receive a summary report of their GIS gaps from Geo-Comm and will have a call with Geo-Comm to discuss how to address the gaps.
 - 3) Finalized the NextGen911 GIS Standards Guide and it was approved by the 911 Subcommittee.
 - 4) Looking at holding educational sessions in February and March of 2021.
 - 5) Geo-Comm will produce a final report in May or June of 2021.
8. Public Safety Broadband Program Update – *Margaret Zieke*
 - A. FirstNet Update
 - 1) As of 11/02/2020, the buildout is 79% complete.
 - 2) Supporting state incident and event needs through use of Satellite Cell On Light Trucks (SatCOLTs) and other FirstNet assets
 - 3) Upcoming FirstNet webinars
 - a. FirstNet Authority Roadmap 2020
 - November 18, 2020 at 11:00am
 - December 1, 2020 at 11:00am
9. WISCOM RFP – *Erik Viel*
 - A. Work on the WISCOM RFI/RFP is continuing.
 - B. Held about 13 stakeholder requirements workshops led by Keith Estes from Federal Engineering.
 - C. The Executive Steering Committee (ESC) will provide recommendations that will be released to this group before going into the RFP.
 - 1) Currently the ESC is reviewing the technology options, determining whether to use P25 Phase 1 or Phase 2, or a combination of the two. The ESC is also contemplating the frequency band; looking at either VHF, 700/800, or a hybrid option combining the two.
 - D. The ESC also met with a representative from MinDOT to discuss the process to implement the ARMER (Allied Radio Matrix for Emergency Response) system.
10. WI OEC/SWIC Update – *Erik Viel*
 - A. The OEC continues to coordinate with the DOA budget office for larger budget initiatives including the funding for the WISCOM radio system, and the funding to make improvements to the WISCOM tower network.
 - B. The COMU Workgroup met to finalize their input for the After Action Report (AAR) on the communication unit's role in responding to/reporting to the civil unrest in Kenosha. CISA is currently working to compile the data to finalize the AAR.

11. Discussion and Possible Action on the Recommendation for Air Ground Medical LZ Coordination Channel Assignments

- A. Jim Westover provided background on the Air Ground Medical LZ Coordination Channel Assignments, and the intent to designate Fireground GRAY/8TACGRAY as the primary channel and Fireground BLACK/8TACBLACK as the secondary channel for LZ coordination, with adoption to occur no sooner than September 23, 2021, and no later than September 23, 2025.

Motion to accept the recommendation for the Air Ground Medical Landing Zone Coordination Channels as presented by the LMR Subcommittee by Formea. Seconded by Hansen. Unanimous approval.

12. Discussion and Possible Approval of WISCOM User Definitions.

- A. Harris presented the WISCOM User Definitions for review.

Motion to approve the WISCOM User Definitions by Marschke. Seconded by Formea. Unanimous approval.

13. OEC Website Discussion

- A. Harris presented the proposed content for the Interoperability Council webpage.

14. Subcommittee Bylaws Update

- A. Formea shared that a draft of the updated Subcommittee Bylaws is planned to be presented for review and approval at the January IC Meeting.
B. Discussion and Possible Action on Future Name and Scope of Responsibilities of the NPSBN Subcommittee.

Motion to rename the NPSBN Subcommittee to the Public Safety Broadband Subcommittee as requested by the Subcommittee by Formea. Seconded by Hansen. Unanimous approval.

- C. Recommendation for Subcommittees to Delay 2021 Officer Elections Pending Updated Subcommittee Bylaws.

- 1) Formea advised the Subcommittees to delay their officer elections until after the updated Subcommittee Bylaws have been approved.

15. Upcoming Conferences and Events

- A. Meredith Hauge reminded Council Members to send conference and event updates to her.

16. Discussion on Establishing IC Bylaws and/or Updating the IC Charter

- A. Hauge shared that DMA Legal Counsel advised that the IC should have both a Charter and Bylaws.
B. Called for additional volunteers to assist with the project.
C. Set a goal to complete the IC Bylaws and Charter by the end of June 2021. Will start meeting regularly to work on the project after the Subcommittee Bylaws have been finalized, likely in February 2021.

17. The Council confirmed the existing meeting cadence. The next meeting will be January 28, 2021.

18. Meeting adjourned at 1:29 PM.

Motion to adjourn by Warnke. Seconded by Burrell. Unanimous approval.

Respectfully submitted,
Meredith Hauge
DMA/OEC