

WISCONSIN INTEROPERABILITY COUNCIL

THURSDAY, JANUARY 28, 2021
12:30PM

WEB & TELECONFERENCE ONLY

MEETING MINUTES

1. Chair Matt Joski called the meeting to order at 12:30pm.
2. Quorum was established with 8/12 members present. Present via teleconference: Anthony Burrell, Jamie Formea, Kirk Gunderson, Steve Hansen, Matt Joski, Kyle Mirehouse, Michael Warnke, and Trina Zanow.

Members absent: Chris DeRemer, Sean Marschke, Darrell Williams, and Michael Woodzicka.

3. Review and Approval of November 19, 2020 Meeting Minutes

Motion to approve the November 19, 2020 Meeting Minutes by Zanow. Seconded by Formea. Unanimous approval.

4. IC and Subcommittee Membership Updates
 - A. Review of current subcommittee vacancies
5. Public Comment
 - A. Rich Cagle from EF Johnson provided comments about the Executive Steering Committee's Recommendations Memo
6. 911 Subcommittee Chair Report – *Bob Frank*
 - A. Chair and Vice Chair elections took place at the January meeting. Bob Frank was elected Chair and Dani Miller was elected Vice Chair.
 - B. Working on Act 26 rule language
 - 1) Finalized one PSAP per county language
 - 2) Currently working on definitions and grant eligibility
7. Land Mobile Radio (LMR) Subcommittee Chair Report – *Jim Westover*
 - A. Last year action was taken on behalf of the Air Medical Council to establish different statewide landing zone coordination channels. Westover is working with the Air Medical Council, the Department of Health Services, and the chair of the WISCOM Subcommittee to communicate this change to the public safety community.
8. Public Safety Broadband (PSB) Subcommittee Chair Report – *Paul Hughes (Vice Chair)*
 - A. Have been supporting the efforts to update the Subcommittee Bylaws
 - B. Are available to offer broadband support related to COVID 19 vaccine distribution efforts
9. WISCOM Subcommittee Chair Report – *Keith Kesler*
 - A. Summary from the January 27, 2021 WISCOM Subcommittee Meeting

- 1) Learned about WISCOM system updates
- 2) Members were provided with a WISCOM Timeline document
- 3) Discussion on the Executive Steering Committee's recommendations
- 4) Discussion on adding a position from the Department of Health Services to the WISCOM Subcommittee
- 5) Planning to hold a special meeting in February to gather feedback related to the Executive Steering Committee's recommendations

10. WISCOM Update

A. DOT Report – *Anthony Burrell*

- 1) Infrastructure
 - a. The new Elmwood tower is on the air and the old tower has been successfully deconstructed. The new 50KW generator is scheduled to arrive this week.
 - b. The Black River Falls tower replacement is currently in the design phase, with the bid to follow. Construction is anticipated to start in May.
- 2) Processes
 - a. Bureau of Network Engineering and Data Infrastructure (BNEDI) recently received approval to purchase two drones to augment traditional physical tower climbing inspections by a tower crew and assist with determining scope of repairs. Following basic UAS training in May, BNEDI will have four trained pilots able to perform this work statewide.
- 3) Hardware/software updates (NMS, TSNI, CSNI, MRGW, AGW and ISSI)
 - a. Network Management System was successfully upgraded to 20.1 earlier this month.
- 4) Any significant outages
 - a. On December 24th the UPS at the State Patrol Fond Du Lac post failed. This resulted in a 4-hour power outage of critical network components in the equipment room and dispatch center. The City of Fond Du Lac and Haven were impacted by this outage. BNEDI staff responded to the incident and implemented secondary power to the critical equipment. A contractor was contacted and onsite on January 4th to troubleshoot the issue. The contractor recommends replacement of key components, or the entire UPS system depending on difference in cost. When the quotes are available, BNEDI staff will review and make a determination on how to proceed.

B. DMA Report – *Erik Viel*

- 1) The vacant Program and Policy Analyst position will be posted for recruitment shortly.
- 2) All information or questions regarding WISCOM should be directed to interop@wisconsin.gov until OEC staff vacancies are filled.
- 3) If you are requesting radios to be added to WISCOM you must fill out or submit an updated application to interop@wisconsin.gov.

11. NG911 Program Update – *Jessica Jimenez*

A. ESInet RFP

- 1) Intent to Award issued to AT&T, pending contract negotiations

B. Federal 911 Grant Program

- 1) Round one grants have been awarded and are currently active
- 2) Round two announcement was released August 28, applications are in the final evaluation process
- 3) Will work with 911 Subcommittee to allocate any remaining funds
- 4) Funds must be spent by March 2022

C. 2019 WI Act 26

- 1) Continued rules discussion with 911 Subcommittee, will be ongoing this year

D. GIS Gap Analysis with Geo-Comm, Inc.

- 1) Data collection requests have been released to all agencies
 - a. Conference calls to discuss results with PSAPs conclude this week
- 2) Finalized NextGen911 GIS Standards & Best Practices Guide
- 3) Looking at scheduling educational sessions in February/March 2021
- 4) Geo-Comm will issue a final report in May/June 2021

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

- A. The first application for an approved RF/LTE Gateway has been submitted to OEC. Staff are reviewing the application, and are working with another county on their planned application
- B. OEC staff are working to incorporate broadband use in future exercises, and are working with the PSB Subcommittee to ensure progress and success on its education and outreach plan

13. WISCOM RFP: Executive Steering Committee’s Recommendations Memo – *Matt Joski*

- A. Erik Viel summarized the steps that led to the Executive Steering Committee’s (ESC) Recommendations for the RFP.
- B. Matt Joski led a discussion on the recommendations.
 - 1) Informed the group of the intent to draft a letter from the IC to the Adjutant General with potential concerns or issues to accompany the Executive Steering Committee’s recommendations. The letter will be presented to the IC at the meeting in March.
 - 2) Shared challenges, risks and concerns that were considered by the ESC when thinking about transitioning from VHF to 800

14. WISCOM RFP Evaluation – *Erik Viel*

- A. Viel informed the group of the plan to select an IC Member to serve on an RFP Evaluation Committee
- B. Andrea Welch discussed the importance of the evaluation committee and the duties of an evaluation committee member
- C. Action to select an Evaluation Committee Member

Motion to nominate Steve Hansen to serve as the Interoperability Council representative on the RFP Evaluation Committee by Formea. Seconded by Joski. Unanimous approval. Hansen accepted the nomination.

15. WI OEC/SWIC Update – *Erik Viel*

- A. The OEC is in the process of submitting a technical assistance request from CISA to put on a virtual AuxComm class in March. Anyone interested can register via the WEM training portal.

16. Review and Possible Action to Approve the Recommendation from the WISCOM Subcommittee Pertaining to the use of Talkgroups HSEMS 1-5 – *Keith Kesler*

- A. Kesler provided background on this topic

Motion that the Interoperability Council endorse the use of HSEMS 1-5 on the WISCOM system for EMS ground and air interoperability, with a request made to the Department of Health Services to include standard recommendations for usage in the next State EMS Communications Plan by Formea. Seconded by Hansen. Unanimous approval.

17. Subcommittee Bylaws Update

- A. Review and Possible Action to Approve the Updated Subcommittee Bylaws
 - 1) Formea provided an overview of the updates that were made to the Subcommittee Bylaws.
 - 2) Kesler proposed adding a seat on the WISCOM Subcommittee for the Department of Health Services Hospital and Healthcare Systems Coordinator or their designee.

Motion to approve the updated subcommittee bylaws with the additional WISCOM Subcommittee seat as recommended by Keith Kesler by Burrell. Seconded by Warnke. Unanimous approval.

- B. Fornea directed the Subcommittees to review the updated Subcommittee Bylaws to make sure members understand the requirements of the Chair and Vice Chair before proceeding with the annual office elections.

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

- A. Meredith Hauge reviewed the plan previously discussed for working on the Charter and Bylaws.
- B. The first working meeting will be in mid-February.

19. Upcoming Conferences and Events

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

20. The next meeting was originally scheduled for March 25, 2021. There was consensus to move the next meeting date to March 11, 2021.

21. Meeting adjourned at 2:01 PM.

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

Respectfully submitted,
Meredith Hauge
DMA/OEC