



Southeast Wisconsin Communications Resource/Support Group

SEWCRSG Meeting

Thursday, September 16, 2010

9:30 AM – 12:00 PM

Wisconsin State Patrol - Waukesha Post

MEETING SUMMARY

Future Meetings

- **September 21-22, 2010:** The 2010 Statewide Traffic Incident Management (TIM) Conference is scheduled for September 21-22, 2010. The conference is being held at the Kalahari Resort Convention Center in Wisconsin Dells, WI.
- **October 12, 2010:** The next SEWCRSG Committee Meeting is scheduled for Tuesday, October 12, 2010 from 9:30 am - 12:00 pm at the Wisconsin State Patrol Waukesha Post located at 21115 Highway 18, Waukesha, WI 53186.
- **October 24-27, 2010:** The WI-NENA Fall Conference is scheduled for October 24-27, 2010 at the Kalahari Resort in the Wisconsin Dells. Additional information about the conference can be found at: www.wipscom.org
- **October 27, 2010:** The next SE Region TIME meeting is scheduled for Wednesday, October 27, 2010 from 9:00 am - 12:00 pm at the WisDOT STOC located at 433 West St. Paul Avenue, Suite 300, Milwaukee, WI 53203.

June 9, 2010 Meeting Summary

- The June 9, 2010 Meeting Summary was distributed and reviewed.
- The group decided to clarify the last note under narrow banding.
- Approval of the meeting summary was tabled until the next meeting.

August 13, 2010 Meeting Summary

- The August 13, 2010 Meeting Summary was distributed and reviewed.
- Approval of the meeting summary was tabled until the next meeting.

Treasurer's Report

- The Treasurer's Report for August 13, 2010 to September 16, 2010 was presented. The beginning account balance was \$1,069.57. During this time period, the total income received was \$150.00 in dues. Total expenditures were \$0.00. The ending account balance was \$1,219.57 with \$44.02 in petty cash and \$1,175.55 in the checking account.
- Approval of the Treasurer's Report was tabled until the next meeting.

Updates

WI-TERT

- The next WI-TERT Team Member Basic Training course is scheduled for November 1-2, 2010 at the Wisconsin State Patrol Academy.
 - Space is still available for additional registrations but space is limited so it is recommended that registrations be sent in as soon as possible.
- Due to work obligations, Heidi Mueller has stepped down as the WI-TERT SE Region Coordinator. Wendy Maechtle has stepped in to fill this role.
- The WI-TERT SE Region Coordinators (Jill Raffay and Wendy Maechtle) organized a 'Radio 101' communications training session for WI-TERT members within the SE Region. The session was held September 14, 2010.
 - James Westover and Brian Jansen, who are both very knowledgeable in radio communications and programming, were instructors.

- Each attendee brought in a portable radio from their agency. The group discussed utilization of frequencies and radios and communication needs.
- The Milwaukee ARES/RACES van and the Waukesha County and Waukesha Police Department mobile command posts were brought in during the session.
- In the future, sessions may include hands-on scenario-based exercises.
- A similar 'Radio 101' session is being considered for inclusion in future in-services or trainings.

NENA/APCO

- The WI-NENA Fall Conference is scheduled for October 24-27, 2010 at the Kalahari Resort Convention Center in Wisconsin Dells, WI. Additional information about the conference can be found at: www.wipscom.org.
- WI-TERT will be presenting at a breakout session and will host an informational booth at the conference.

TIME

- The 2010 Statewide TIM Conference is scheduled for September 21-22, 2010 at the Kalahari Resort Convention Center in Wisconsin Dells, WI. Pre-conference training sessions will also be offered on September 20, 2010.
 - In an effort to increase telecommunicator attendance and participation, multiple breakout sessions with a communication theme are being offered.
 - WI-TERT will have an informational booth in the vendor area at the conference.
- The next SE Region TIME Meeting is scheduled for Wednesday, October 27, 2010.

WisDOT Maintenance/Regional Incident Management Coordinators (RIMC)

- The SE Region has been approved to be a pilot region for radio communications. SE Region RIMCs will have state patrol radios installed in their vehicles and will also have handheld scanners. It is anticipated that this communication link will assist with interoperability.
- A bid is to be released to select a vendor to install the radios.
- It would be beneficial for the RIMCs to schedule a training once the radios have been installed.

Regional / State Communications Interoperability Plan

- Connie Catterall provided two handouts on narrowbanding.
- Gene Oldenburg continues to meet with individuals throughout the region in an effort to complete the SE region interoperability plan.
- WISCOM (Wisconsin Interoperable System for Communications) currently has two sites on the air; one is in Sheboygan and the other in Calumet. Four additional sites are scheduled to be live prior to the end of September.
- At this time, there are no user fees for the WISCOM system when utilized for major incidents. In the future, users may be charged a fee if they want to use the system on a day-to-day basis. Additional information will be provided as it becomes available.

Sub-Committee Breakout Sessions

Training and Outreach Committee

- A training titled "A More Professional You" will be presented twice Wednesday, November 17, 2010 at the Waukesha County Highway Department.
 - There is a \$10 registration fee for each individual.
 - Session one is scheduled for 8:00 am - 12:00 pm and session two is scheduled for 1:00 pm - 5:00 pm.
 - Both sessions will cover customer service and shift work.
 - Refreshments will be provided during the training.

Interoperability Committee

- The interoperability committee would like to work on identifying a means for communicating when an incident occurs and multiple responders/response agencies are brought in.
 - During such incidents, it is common that responding agencies have different communication methods/radio systems.
 - Not all agencies will have access to the WISCOM statewide mutual aid channels so a contingency plan is still necessary.
 - The information collected during the development of WISE (Wisconsin Interoperability System Exchange) may give the group a head start.
 - CASM (communication asset survey/mapping) may be able to be utilized to identify common frequencies in some areas.
- The main question to be answered is who can do what and where?
 - Equipment may be located at a communication center, in the squad, or may be portable.
- **AI:** Eve Malin will look into information from WISE and at the matrix utilized when collecting information for WISE.
- **AI:** Connie Catterall, Carl Guse and Kevin Williams will look into gathering information from CASM.
- **AI:** All meeting attendees are to identify which frequencies are present within their county and what patching capabilities each agency has.

New Business

WI-NENA Award Information

- It is anticipated that it will cost approximately \$680 to send both individuals to the conference.
 - The hotel is being offered at the state rate of \$70/night.
 - Registration for non-members is \$200/person.

Walworth County Representative

- Captain Kevin Williams is now overseeing communications at the Walworth County Sheriff's Office.

Dues

- Wendy Maechtle has noted that individuals are not selecting which membership category they are applying for.
- When sending in dues payments, please be sure to fill out the membership form and select which category you are applying for.

Holiday Luncheon

- The holiday luncheon has been scheduled for Tuesday, December 7, 2010.
- A location has not yet been selected and if you have any ideas please pass them along to Connie Catterall.

Next Meeting

- The next meeting will be on Tuesday, October 12, 2010 at the Wisconsin State Patrol - Waukesha Post from 9:30 am to 12:00 pm.

Adjourn

- The meeting was adjourned at 11:25 am.



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ATTENDANCE RECORD

Name	Agency	Phone	E-mail
Wendy Maechtle	Ozaukee County Sheriff's Dept	(262) 284-8459	wmaechtle@co.ozaukee.wi.us
Debbie Ambruso	AT&T 911 Public Safety	(414) 273-6860	da7652@att.com
Kevin Williams	Walworth County Sheriff's Dept	(262) 741-4621	kwilliam@co.walworth.wi.us
Christine Churchill	Dodge County Sheriff's Dept	(920) 386-3726	cchurchill@co.dodge.wi.us
James Westover	Wisconsin State Patrol - Waukesha Post	(262) 785-4711	james.westover@dot.wi.gov
Dennis Schmunck	WisDOT - RIMC	(414) 750-1563	dennis.schmunck@dot.wi.gov
Becky Leigh	Oak Creek Police Dept	(414) 766-7687	leigh@oakcreekwi.org
Connie Catterall	Wisconsin State Patrol - Waukesha Post	(262) 785-4700	connie.catterall@dot.wi.gov
Eve Malin	HNTB - STOC	(414) 227-2156	emalin@hntb.com