



## Southeast Wisconsin Communications Resource/Support Group

### SEWCRSG Meeting

Tuesday, October 12, 2010

9:30 AM – 12:00 PM

Wisconsin State Patrol - Waukesha Post

### MEETING SUMMARY

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#### Future Meetings

- **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](http://www.wipscom.org)
- **January 26, 2011:** The next SE Region TIME meeting is scheduled for Wednesday, January 26, 2011 from 9:00 am - 12:00 pm at the WisDOT STOC located at 433 West St. Paul Avenue, Suite 300, Milwaukee, WI 53203.
- **December 7, 2010:** The 2010 SEWCRSG Holiday Luncheon is scheduled for Tuesday, December 7, 2010. The time and location are to be determined.

#### June 9, 2010 Meeting Summary

- The June 9, 2010 Meeting Summary was distributed and reviewed.
- Richard Tuma motioned to approve the meeting summary. Wendy Maechtle seconded the motion and the motion passed unanimously.

#### August 13, 2010 Meeting Summary

- The August 13, 2010 Meeting Summary was distributed and reviewed.
- Connie Catterall motioned to approve the meeting summary. Eve Malin (as acting secretary) seconded the motion and the motion passed unanimously.

#### September 16, 2010 Meeting Summary

- The September 16, 2010 Meeting Summary was distributed and reviewed.
- A few changes were requested:
  - Under the WisDOT Maintenance/RIMC update - handheld radios should be changed to handheld scanners.
  - Under the Regional/State Communications Interoperability Plan the site location should be changed from Outagamie County to Calumet County.
  - The location of the upcoming training should be changed to Waukesha County Highway Department.
- Wendy Maechtle motioned to approve the meeting summary pending the changes. Connie Catterall seconded the motion and the motion passed unanimously.

#### Treasurer's Report

- The Treasurer's Report for September 16, 2010 to October 12, 2010 was presented. The beginning account balance was \$1,219.57. During this time period, the total income received was \$45.00 in dues. Total expenditures were \$630.00; \$280.00 for Kalahari lodging and \$350.00 for the WI-NENA conference registrations for the two award recipients. The ending account balance was \$634.57 with \$44.02 in petty cash and \$590.55 in the checking account.
- Richard Tuma motioned to approve the treasurer's report. Jill Raffay seconded the motion and the motion passed unanimously.

## **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.
- A WI-TERT Team Leader Course will be offered as a pre-conference course at the 2011 WI-NENA conference. All conference attendees will have the opportunity to attend the course.
- A 'Radio 101' communications training session was held in September for the SE Region WI-TERT members.
  - The session introduced attendees to the various communication systems in place, provided them with an opportunity to learn about their own agency's equipment, and work through some interoperability and patching exercises.
  - Command posts from multiple agencies were brought to the session for participants to tour.
- The WI-TERT database has been completed and information can now be entered into the system. In order for the database to be accessible to all Regional Coordinators, a server to house the database needs to be identified. Connie Catterall will look into using E-Sponder to house the database.

### **NENA/APCO**

- The WI-NENA Fall Conference was held 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](http://www.wipscom.org).
- WI-TERT hosted an informational booth at the conference in conjunction with the TIME Program.

### **TIME**

- The 2010 Statewide TIM Conference was held September 21-22, 2010 at the Kalahari Resort Convention Center in Wisconsin Dells, WI. Approximately 220 individuals attended the conference.
- WisDOT's Emergency Traffic Control and Scene Management Guidelines have been updated. A draft copy will be sent out via e-mail to all stakeholders for review before finalization and printing.
- The next SE Region TIME Meeting is scheduled for Wednesday, October 27, 2010. The first meeting for 2011 is scheduled for Wednesday, January 26, 2011.

### **WisDOT Maintenance/Regional Incident Management Coordinators (RIMC)**

- The RIMCs are still working to have the State Patrol radios installed in their vehicles.
- Salt is being delivered to all of the counties within the SE region to prepare for winter.

### **9-1-1 Legislation**

- Due to the current budget situation, it is not anticipated that legislators will work towards providing additional funds to public safety agencies or increase taxes.
- It is unlikely that anything will develop prior to the Governor-elect taking office.

### **Regional / State Communications Interoperability Plan**

- The second regional interoperability council meeting was recently held. During the meeting, the following items were addressed.
  - Mark Owen was elected to be the chair of the council.
  - Richard Tuma was elected to be the vice chair of the council.
  - Rob Robbins was elected to be the second vice chair.
  - Draft bylaws were provided to all regional councils by the state committee. The SE council reviewed the draft bylaws, made some changes and the bylaws were unanimously adopted.

- Gene Oldenburg has developed a non-technical PPT on narrowbanding that he is using for outreach. Each agency is responsible for obtaining their own license, completing inventories, and narrowbanding.
- CASM (communication asset survey/mapping) is being populated with information as it is gathered. At this time, all law enforcement and fire (full time and volunteer) agencies have been entered for the WEM SE region.
- A Wisconsin template for the Tactical Interoperability Council Plans (TICP) has been developed. Each county must have a TICP in place.
- The next meeting of the SE Region Council is scheduled for Monday, December 13, 2010 at 1:30 pm. Additional meeting information can be found at [www.interop.wi.gov](http://www.interop.wi.gov).

## **Sub-Committee Breakout Sessions**

### ***Training and Outreach Committee***

- The SEWCRSG brochure was reviewed and it was determined that some updates should be made.
  - The picture will be replaced with a picture of a dispatcher at their console.
  - Some of the text about the SEWCRSG and its efforts will be updated.
  - The agencies involved will also be updated to reflect current supporters and participants.
- The committee would like to schedule the 'Radio 101' training course for the end of March 2011. The course would be approximately 6 hours long and would include lunch.
- 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 but all attendees are on their own for lunch.

### ***Interoperability Committee***

- Once all the agency information has been entered into CASM, it will be a useful tool to replace the Wisconsin Interoperability System Exchange (WISE). However, it is unlikely that all information will be entered into CASM until the end of 2011.
- Until CASM can be utilized, the committee would like to identify the best means for communicating between agencies when an incident occurs.
- The WISE Program may still be a useful, viable option if it can be retrieved.
  - Horace Staples will talk to Jason Zehrung to see if we can obtain access to WISE.
  - Eve Malin will talk to the SEWCRSG Web site designers to see if there is a way to house the WISE system on the SEWCRSG site.

## **New Business**

### ***SEWCRSG Holiday Luncheon***

- The 2010 SEWCRSG holiday luncheon has been scheduled for Tuesday, December 7, 2010.
- Bob Kacmarcik suggested El Fuego as a possible location. Connie Catterall will look into hosting the luncheon at this location.

### ***2011 Board of Directors Nominations***

- The Board of Directors open positions for 2011 are Kenosha County, Ozaukee County, Walworth County, Waukesha County, and Wisconsin State Patrol.

- Nominations are being accepted until November 5, 2010. Nominations can be provided to Eve Malin at [emalin@hntb.com](mailto:emalin@hntb.com).
- Ballots will be electronically sent to all eligible voting members. Votes will be accepted until December 7, 2010.
- Connie Catterall announced that she will be stepping down as President and will accept the first SEWCRSG Past President position. She will also no longer be filling the Wisconsin State Patrol board position.

### **Next Meeting**

- The next meeting will be the 2010 SEWCRSG Holiday Luncheon which is scheduled for Tuesday, December 7, 2010. Additional information will be sent out via e-mail.

### **Adjourn**

- Kevin Williams motioned to adjourn the meeting. Wendy Maechtle seconded the motion and the motion passed unanimously.
- The meeting was adjourned at 11:42 am.



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### ATTENDANCE RECORD

Name	Agency	Phone	E-mail
Connie Catterall	Wisconsin State Patrol - Waukesha Post	(262) 785-4700	<a href="mailto:connie.catterall@dot.wi.gov">connie.catterall@dot.wi.gov</a>
Wendy Maechtle	Ozaukee County Sheriff's Dept	(262) 284-8459	<a href="mailto:wmaechtle@co.ozaukee.wi.us">wmaechtle@co.ozaukee.wi.us</a>
Kevin Williams	Walworth County Sheriff's Dept	(262) 741-4621	<a href="mailto:kwilliam@co.walworth.wi.us">kwilliam@co.walworth.wi.us</a>
Gene Oldenburg	City of Milwaukee Office of Homeland Security	(414) 286-5143	<a href="mailto:golden@milwaukee.gov">golden@milwaukee.gov</a>
Bob Kacmarcik	Racine County Sheriff's Dept	(262) 632-2023	<a href="mailto:robert.kacmarcik@racinesheriff.org">robert.kacmarcik@racinesheriff.org</a>
Kate Beinecke	AT & T	(414) 678-4986	<a href="mailto:kb5174@att.com">kb5174@att.com</a>
Richard Tuma	Waukesha County Communications	(262) 446-5075	<a href="mailto:rtuma@waukeshacounty.gov">rtuma@waukeshacounty.gov</a>
Jill Raffay	Washington County Sheriff's Dept	(262) 335-4398	<a href="mailto:jill.raffay@co.washington.wi.us">jill.raffay@co.washington.wi.us</a>
Horace Staples	Kenosha County Sheriff's Dept	(262) 605-5127	<a href="mailto:horace.staples@kenoshacounty.org">horace.staples@kenoshacounty.org</a>
James Westover	Wisconsin State Patrol - Waukesha Post	(262) 785-4711	<a href="mailto:james.westover@dot.wi.gov">james.westover@dot.wi.gov</a>
Dennis Schmunck	WisDOT - RIMC	(414) 750-1563	<a href="mailto:dennis.schmunck@dot.wi.gov">dennis.schmunck@dot.wi.gov</a>
Brian Jansen	Waukesha Police Dept	(262) 524-3831	<a href="mailto:bjansen@ci.waukesha.wi.us">bjansen@ci.waukesha.wi.us</a>
Eve Malin	HNTB - STOC	(414) 227-2156	<a href="mailto:emalin@hntb.com">emalin@hntb.com</a>