



Southeast Wisconsin Communications Resource/Support Group

SEWCRSG Meeting

Wednesday, October 21, 2009

9:30 AM – 12:00 PM

Wisconsin State Patrol – Waukesha Post

MEETING SUMMARY

Future Meetings

- **November 11, 2009:** The next SE Region TIME meeting is scheduled for Wednesday, November 11, 2009 from 9:00 am - 12:00 pm at the WisDOT STOC located at 433 West St. Paul Avenue, Suite 300, Milwaukee, WI 53203. Dr. Brian Wolshon, a guest speaker, will attend to discuss evacuation efforts.
- **December 11, 2009:** The SEWCRSG Holiday Luncheon Meeting is scheduled for Friday, December 11, 2009 from 11:00 am - 1:30 pm at Bravo Cucina Italiana located at 95 N. Moorland Road, Brookfield, WI 53005.

September 8, 2009 Meeting Summary

- The September 8, 2009 Meeting Summary was distributed and reviewed.
- The summary will be corrected to reflect that Bob Kacmarcik motioned to adjourn the September 8 meeting and Jay Maritz seconded.
- Jay Maritz motioned to approve the meeting summary and the previous treasurer's report. Jill Raffay seconded the motion and the motion passed unanimously.

Treasurer's Report

- Wendy Maechtle provided the Treasurer's Report for September 8, 2009 to October 21, 2009. The beginning account balance was \$726.47. During this time period, the total income received was \$75.00 in dues and total expenditures were \$0.00. The ending account balance was \$801.47 with \$100 in petty cash and \$701.47 in the checking account.
- The fees for the two scholarships were paid out prior to September 8, 2009 and included in the previous Treasurer's Report.
- Jay Maritz motioned to approve the Treasurer's Report. Horace Staples seconded the motion and the motion passed unanimously.

Bylaws Final Draft

- Updates to the bylaws were drafted and distributed. The proposed amendments will be incorporated and final copies will be distributed at the next regular committee meeting.
- Wendy Maechtle motioned to accept the bylaw amendments. Jill Raffay seconded the motion and the motion passed unanimously.

Updates

NENA/APCO

- The WI-NENA fall conference starts Monday, October 26 at the Kalahari. There are still spaces available and individuals can still register. If interested, the program can be accessed online.
- A WI-APCO meeting will be held on Monday at the WI-NENA conference. The meeting will begin at 5:30 pm and will be held in the Aloeswood Room, immediately following the last session. Elections will be held and general business items will be discussed.

- NENA will be hosting the TDC/ODC conference February 7-10, 2010 in Nashville, TN. Additional information regarding this conference can be accessed online at: www.nena.org.
- The APCO Winter Technology Summit will be held in Orlando, FL January 25-27, 2010. Registration is open and additional information can be accessed online at: <http://wintersummit2010.apcointl.org/>.
- APCO will be hosting Women in Communications symposium next spring. Additional information will be provided as it is available.

TIME

- The Waukesha FST has been having some issues with getting a hold of State Patrol. If there are problems, they can call the non-emergency dispatch number which is 262-785-2711.
- The next SE Region TIME Meeting is scheduled for November 11, 2009 and will be held at the WisDOT STOC. A guest speaker, Dr. Brian Wolshon, will be presenting on evacuation efforts, lessons learned and best practices.
- The Emergency Traffic Control and Scene Management Guidelines are currently being updated. The goal is to complete the update by early 2010. Updates will include new graphics, additional closure examples, more information and clarification of handling HAZMAT incidents, and coordination with medical response helicopters.
 - Carl Guse volunteered to assist with some of the coordination with medical helicopter companies. The best channels to use for coordination are MARC 2 or the MABAS channels. There are occasions when MARC 2 does not work properly near the state line.
- Evacuation planning efforts are continuing. The Waukesha evacuation guidance will be completed this year. Racine/Kenosha will be looked at next year. It may be beneficial to distribute the evacuation documents to surrounding counties so they have the information available if evacuees are being sent into their area or if they are asked to assist.

WI-TERT

- The next WI-TERT Team Member Basic Training course is scheduled for November 9-10, 2009 at the State Patrol academy in Tomah. There is one seat open at this time.
- If additional requests are received to attend the training, the group may consider holding another course in December.
- The WI-TERT training is being updated to include a MABAS dispatch overview and a review of ICS basics.
- The first WI-TERT deployment went well. Connie presented on the deployment at the CIB conference. TERT members assisted with a booth that was set up in the vendor area for the conference. Excellent feedback was received.
- In order to provide WI-TERT members with identification when responding to a deployment, the group is looking into producing ID badges with the help of Walworth County.
- There are currently ten regional coordinators. It may be beneficial to have an in-service for the coordinators. This could be put on using additional grant funds not utilized for team member basic training.
- The WI-TERT Web site and informational documents are being updated.

WisDOT DTSD and Regional Incident Management Coordinators (RIMC)

- The RIMCs are working with State Patrol to try to get radios or another communication method to assist with communicating during a response. The RIMCs are dispatched through STOC.

- The majority of highway departments have had to reduce their budgets. However, there are some issues with highway departments not agreeing to the changes and refusing to sign the new agreements. This issue is being worked through and will soon be resolved.
- The SE Region winter Emergency Transportation Operation (ETO) meeting was held October 20, 2009. Discussions focused on how to efficiently distribute press releases and how to better notify motorists about current roadway conditions and/or if a road becomes impassable.
- Salt has been ordered for each county and there is more salt available than last year. Unfortunately, the price of salt went up an average of \$15/ton which had an influence on the highway department's budget and led to some of the budgetary cutbacks.

Training and Outreach Committee

- A committee will be looking into developing state standards for dispatch certifications.
- Any standards must be ICS compliant but this would assist with ensuring incidents are handled well across the state.
- The WI-TERT team member basic training, with MABAS incorporated, may be adopted into base certifications.
- There are some considerations to hold the Comm-L training statewide; if this is done, there should be some funding available.
- Due to budgetary constraints, there are some issues with funding overtime or time off and sending people to trainings. The fee to attend the training is not usually a problem, but it can get expensive to pay for people's time and the overtime.
- The committee would like to continue looking at trainings that they can sponsor next year and try to bring some additional training into the SE Region.
- There is still a desire to have EMD courses developed and available. However, this would need to be done on a voluntary basis because it does not look like there will be any funding to train people.
- The committee would like to look at scheduling a MABAS training for next year. Bill Rice, the MABAS SE Region Coordinator, puts on the trainings.
- It may be beneficial to look at holding classes at multiple times (during the day, evening) for better attendance.
- In order to educate dispatchers, a training session on the Emergency Traffic Control and Scene Management Guidelines, the WisDOT Statewide Traffic Operations Center (STOC) and other general incident management activities should be developed and scheduled.

December 8 Training

- The National Center for Missing and Exploited Children training course will be held December 8th, 2009 at the Milwaukee County Sheriff's Training Facility in Franklin.
- There are currently 50 people enrolled and there is a charge of \$10/person, which includes lunch. Lunch will be buffet style and will cost the SEWCRSG \$4.95 per person.
- There is still room as the space can hold 75 people.

Training Certificate for Attendees

- A training certificate for attendees has previously been developed but may need to be revised.
- **AI:** Eve Malin to look at the current training certificate, make any necessary updates and then prepare the certificate for the December 8th training.

Interoperability Committee

- An initiative identified for 2010 is to review evacuation and ETO efforts and determine how to ensure all counties and dispatch personnel are included and informed of existing plans, guidelines and procedures.
- Interoperability during pursuits is being tabled for the time being.
- There are some grant funds that will be available for interoperability equipment. However, nothing is definite as to what will be the requirements for obtaining grant money or what it will cover. As more information is available, the group will review.

New Business

Holiday Luncheon Date and Place

- 2009 is the 10 year anniversary of SEWCRSG's inception. At the holiday luncheon meeting, Connie would like to present a recap of some of the events and milestones of the past ten years.
- The holiday luncheon meeting will be held Friday, December 11, 2009.
- Possible locations suggested were the Chancery and Bravo. Once a location has been reserved, the information will be distributed to the group.

Nominations for 2010

- The ballots for the Board of Directors election will be distributed in the next few weeks. The ballots will be accepted until the holiday luncheon meeting.
- Nominations are for Jefferson, Milwaukee, Racine and Washington counties as well as the Wisconsin Department of Transportation.
- Jay Maritz announced that he will be switching positions and will no longer be working in communications. Therefore, he will no longer be able to act as the Walworth County representative or the Vice President. Tim Schiefelbein, Jay's replacement, will be asked to consider acting as the Walworth County representative until the 2011 elections.
- The Executive Board members will need to be reevaluated and reelected to fill the Vice President position.

Next Meeting

- The next meeting will be the holiday luncheon held on Friday, December 11, 2009
- The next committee meeting will be scheduled at the holiday luncheon meeting.

Adjourn

- Wendy Maechtle motioned to adjourn the meeting and Jay Maritz seconded the motion. The motion was passed unanimously and the meeting was adjourned at 11:51 am.



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ATTENDANCE RECORD

Name	Agency	Phone	E-mail
Connie Catterall	Wisconsin State Patrol	(262) 785-4700	connie.catterall@dot.state.wi.us
Wendy Maechtle	Ozaukee County Sheriff' Dept	(262) 284-8459	wmaechtle@co.ozaukee.wi.us
Jay Maritz	Walworth County Sheriff's Dept	(262) 741-4621	jmaritz@co.walworth.wi.us
Jill Raffay	Washington County Sheriff's Dept	(262) 335-4398	jill.raffay@co.washington.wi.us
Horace Staples	Kenosha County Sheriff's Dept	(262) 605-5127	hstaples@co.kenosha.wi.us
Bob Kacmarcik	Racine County Sheriff's Dept	(262) 632-2023	robert.kacmarcik@racinesheriff.org
Brian Jansen	Waukesha Police Dept	(262) 534-3831	bjansen@ci.waukesha.wi.us
Dennis Schmunck	WisDOT - Maintenance	(414) 750-1563	dennis.schmunck@dot.wi.gov
Paul Keltner	WisDOT - STOC	(414) 227-2141	paul.keltner@dot.wi.gov
Eve Malin	HNTB	(414) 227-2156	emalin@hntb.com