

**Radio System User Committee
Minutes
October 22, 2009**

The meeting of the Radio System User Committee was called to order, by Chairman James L. Albrinck at 3:30 pm in Room 240 of the Justice Center of Ozaukee County, Port Washington. Roll Call was taken and present were committee members: James Albrinck (Chairman), Chief David Harvey, Wendy Maechtle, Supervisor Gerald Walker and Patrick Pryor. Others in attendance: John Schrader, Washington County Radio Service; Shawn Anderson, Technology Resources; John Mesich, Technology Services; and Chief Mark Mitchell, Port Washington Fire Department. Excused committee member: Bill Tackes.

Per Chairman Albrinck, meeting was properly noticed. Agenda adopted.

3. Public Comments/Correspondence and Communications. Patrick Pryor requested letter from Mario Valdez addressed to Mequon PD Chief Graff be added to agenda item #10.

4. Approval of May 21, 2009 Minutes. Motion made by Supervisor Walker, second by Patrick Pryor to approve the minutes. Motion carried.

5. Belgium Village Marshall/Part-Time Police on 800 System Approval. Wendy Maechtle briefed the Committee on the request from Belgium Village Marshal, Scott Brinkman seeking permission for the Belgium Village Marshal's office/Part-Time Police Department to become an 800 Radio System User.

(Committee Member, Chief William Meloy arrived at 1540 hrs)

Discussion ensued between Committee members regarding Brinkman's request.

Chairman Albrinck entertained a motion granting permission for the Village of Belgium Marshal's office to become an 800 Radio System User, second by Chief Meloy. Motion carried.

6. County-wide 800 System Failure Drill. Chairman Albrinck led discussion on conducting a county-wide 800 Radio System Failure drill.

Committee members discussed the need for coordination of such a drill to ensure that no major incidents would be occurring at the time as system interruption will be occurring.

Since the Subcommittee's published and distributed 800-Trunking Radio System Back-Up Procedure recommendation issued November 21, 2008, two additional Mutual Aid Channels have become available and are fully operative, ITAC2 and ITAC4.

It was determined that the 800 Radio System Failure subcommittee, Chairman Albrinck, Patrick Pryor, Wendy Maechtle and Shawn Anderson, will meet and update the back-up

procedure to look at the User redistribution between all available Mutual Aid Channels to include the two additional channels of ITAC2 and ITAC4.

The subcommittee will report back to the full committee with their new recommendations.

Chief Mitchell inquired if the Mutual Aid Channels will be renamed in the radios with the new state recommended nomenclatures. Shawn Anderson stated that eventually the radios would be reprogrammed with the new state nomenclatures.

7. MABAS Update. Chief Mark Mitchell updated the Committee on MABAS.

Mitchell stated that Bill Rice, Regional MABAS Coordinator, has trained all fire department personnel on MABAS.

Mitchell stated that they are still awaiting the installation of hardware at Cedarburg and Mequon PD's. Cedarburg PD being the County's MABAS Dispatch Center and Mequon PD being the back-up MABAS Dispatch Center. John Schrader stated that VHF, base stations and console interfaces is the hardware that will be installed at Cedarburg and Mequon PD's.

Mitchell stated that all County Dispatch Centers will receive MABAS training conducted by MABAS Wisconsin.

Mitchell stated that all fire department box alarm cards have been completed and accepted.

Chief Harvey gave an overview of MABAS. MABAS is a pre-planned response for fire departments. Dispatch pulls the appropriate Box Card and pages out the necessary equipment for the incident.

Discussion between Committee members and Radio Techs in regards to reprogramming of radios for MABAS. All fire TAC4 channels will be reprogrammed as IFERN. Shawn Anderson, John Mesich and others will be doing the reprogramming on an 'as can do' basis. A plan will be formulated and implemented, and the fire department users will be notified, when the reprogramming will begin.

It was urged that all fire department users go to their conventional mode to ensure that their radios meet proper specifications to utilize the mutual aid channels, as it was determined that older radios do not meet the specifications.

8. Re-Banding/Replacement Radios Status. Shawn Anderson informed the Committee that the re-banding radio replacement of all radios has been completed.

9. Washington County Update. John Schrader updated the Committee. The testing of the new 800 10-Channel Radio System revealed 95% coverage in-building and out-building.

The installation of User equipment will be done in January 2010. The cut-over to the new radio System will be in February 2010. Discussion ensued regarding the installation of the interoperability equipment between Ozaukee and Washington counties.

10. Agenda Items Added/Comments by Members.

Patrick Pryor distributed letter addressed to Mequon PD Chief Graf authored by Mario Valdez, Concordia Security. Valdez is requesting more access to the 800 radio system. Valdez states that Concordia Security work closely with the Mequon Police Reserves, and even though both Concordia Security and Mequon Police Reserves have access to two channels, OZS COMM and SPC EVEN, both groups are constantly switching between these shared channels and their primary talk channel. Therefore, Valdez is requesting permission from Chief Graf to have access to the MQP TAC1 talk group.

Discussion ensued on this letter between the Committee members.

An alternative brought up by Shawn Anderson and Chief Harvey was the suggestion that a radio Patch could be established between Concordia Security and the Mequon Police Reserves when needed. This patch can be established by the Mequon PD Dispatch Center. The use of this patch would need to be authorized by Chief Graff as it would affect a Mequon PD talk channel.

In addition, the Committee came to the consensus that if Chief Graff wants to allow Concordia Security access to Mequon PD talk groups that is up to him. It is not a decision to be made by the Radio User Group.

During the discussion the Committee learned that more than a dozen portable radios have been borrowed to Concordia Security through valid requests, but have not been returned. Shawn Anderson was tasked by the Committee to call Valdez and set a date and time to retrieve the borrowed radios.

Chief Harvey commented on the issue of on scene recording not available, when converting to MABAS.

Chief Harvey also questioned proper radio protocol, when in MABAS, i.e. should it be '850 to Ozaukee' or 'Ozaukee from 850'. Wendy Maechtle stated that at a MABAS meeting attended it was stated that per MABAS protocol it should be 'Ozaukee from 850' in lieu of the current practice of '850 to Ozaukee'. Chief Harvey commented that he wasn't aware of this MABAS protocol and would check into it.

Chief Harvey also initiated discussion in regards to the new Aurora Hospital opening. Will we need an additional talk group for Aurora? Will fire/EMS radios need this talk group programmed into their radios? Aurora is scheduled to open in September 2010. The consensus of the Committee was that these talks in regards to talk groups for Aurora will need to be initiated with Aurora. Chief Harvey will look into this.

(Committee member Patrick Pryor left the meeting at 1701 hrs)

Action Items discussed. Wendy Maechtle will email Committee members with available dates for a December Radio User Group Meeting. Wendy Maechtle will email the Radio System Failure subcommittee with available dates for a subcommittee meeting to review and update the Radio System Failure Back-Up Procedure.

There being no further business, motion by Chief Harvey, seconded by Supervisor Walker to adjourn at 5:03 p.m. Motion carried.

Cc: County Clerk
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