

Radio System User Committee

Minutes

May 20, 2010

The meeting of the Radio System User Committee was called to order, by Chairman James L. Albrinck at 3:35 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), Supervisor Gerald Walker, Dave Harvey, Wendy Maechtle, Pat Pryor, Bill Tackes and Chief William Meloy. Others in attendance: Shawn Anderson, Technology Resources; Mark Owen, Ozaukee County Emergency Management Director; and Chief Mark Mitchell, Port Washington Fire Department.

2. Per Chairman Albrinck, meeting was properly noticed. Moved by Dave Harvey, second by Supervisor Walker, agenda adopted.

3. Public Comments/Correspondence and Communications.

A. Chairman Albrinck received a letter from Chief Tom Frank, Cedarburg Police Department. Chief Frank's letter addressed concerns with Chairman Albrinck's letter dated March 1, 2010, addressed to Mario Valdes, Director of Concordia University Campus Security, and copied to Ozaukee County Sheriff and Chiefs of Police in regards to Concordia University Campus Security's radio call designation on the County's 800 radio system. Chief Meloy also stated that he received a phone call from Chief Frank regarding the same issue. Copies of Chief Frank's letter were distributed to the Committee members.

Chief Frank's concern was in regards to Concordia using radio call numbers closely resembling the call numbers of the Cedarburg Police Department or any other law enforcement agency. Chief Frank requested that Concordia be required to use radio numbers entirely different from those already assigned to Public Safety.

Discussion ensued. The Committee members acknowledged the issue with the County's radio call number designation system. Multiple different users have overlapped onto other users' assigned radio call numbers ranges due to the increased number of users that have migrated onto the 800 radio system. Committee members feel that Concordia should be migrated to the use of last names and/or alpha unit radio call designations. Dave Harvey stated that Concordia is a unique user as their agency interfaces' with Mequon PD, which can create confusion with other law enforcement agencies on the 800 radio system.

Motion made by Chief Meloy, second by Supervisor Walker, that Concordia University Campus Security use the radio designation of 'Concordia' followed by the user's last name, i.e. 'Concordia Backes' to 'Concordia Valdes', with no use of numerical designations. Motion carried. Chairman Albrinck will submit a letter to Concordia University Security Campus directing them to implement this newly assigned radio call designations with copies to be mailed to Ozaukee County Sheriff and Police Chief.

4. Approval of February 25, 2010 Minutes. Motion made by Dave Harvey, second by Bill Tackes to approve the minutes. Motion carried.

5. MABAS Update, Chief Mitchell.

Chief Mitchell stated that all radio distributions with the re-banding, IFERN and MABAS programming has been completed with the following exceptions: Mequon PD needs to be re-programmed; and Mequon and Thiensville fire departments require IFERN programming.

Discussion ensued in regards to IFERN EDACS. Shawn Anderson explained that the County fire chiefs requested that IFERN on our 800 radio system be turned on for receive only at this point and transmit remain

off until after all Dispatch Centers receive their MABAS training to avoid confusion, but become familiar with the chatter on IFERN.

Chief Mitchell stated that the Dispatcher MABAS training should be completed by the end of the year. The training will be provided by MABAS Wisconsin.

6. IFERN, Re-Programming Radios. Shawn Anderson

Shawn advised the committee that Mequon and Thiensville fire department radios require IFERN programming, as well as a few northern radio users, Silver Creek, Cedar Grove and Random Lake fire departments.

Discussion ensued in regards to Ohana ambulance. Motion made by Dave Harvey, second by Bill Tackes to allow Ohana ambulance to program their radios with the Aurora and IFERN talk groups with the cost to be borne by Ohana. Motion carried.

7. Narrow Banding project update. Mark Owen.

Mark Owen has no new updates for the Committee.

Chief Mitchell stated to the Committee that all fire chiefs were advised that OJA monies will not be awarded for the replacement of non-narrow banding capable pagers, as pagers are not interoperable equipment. Thus, Shawn Anderson will not need an inventory of pagers, and all fire/EMS agencies will be on their own for replacing non-narrow band capable pagers.

8. Concordia University Unit Number Changes. Covered under agenda item 3.

9. Report on System Failure Drill.

The subcommittee identified issues with the radio system failure drill protocol, and will continue to meet to establish an effective all-encompassing failure drill.

Dave Harvey provided an overview of the drill to the Committee. The drill would be conducted with one backup Mutual Aid Channel and agency at a time. Ozaukee Sheriff Dispatch would contact the agency and declare a 'simulated' radio system failure following an established protocol script. The agency in turn would notify their users of the 'simulated' radio system failure drill and direct their users to establish communications on their assigned backup Mutual Aid Channel. Once each user checks in with their agency, the agency would contact Ozaukee Sheriff Dispatch to advise the drill has been completed and identify any issues. Training of users to ensure they know how to switch to their assigned backup Mutual Aid Channel will need to be conducted by each agency. Agency's can contact Ozaukee County Radio Services and/or their respective Radio User Group representative for assistance with this training.

Further discussion on the drill led to the suggestion of labeling all radios with step-by-step instructions for the user to switch to their backup Mutual Aid Channel.

10. Aurora Medical Center. No new updates.

11. Southeast Wisconsin Interoperability Council. Summary provided by both Chief Meloy, Chief Mitchell and Mark Owen.

The SEIC is in its infancy. Ozaukee County is the first in the state to appoint representatives to the Council. The representatives appointed to the Council for Ozaukee County are Chief William Meloy, Saukville PD; Chief Mark Mitchell, Port Washington Fire Department; and Mark Owen, Emergency Management Director. The

representatives will invite Gene Oldenburg, SEIC Coordinator, to one of our Radio Users' Group Committee meetings to provide an overview of the SEIC, when appropriate.

12. Washington County Update. John Shrader not present.

13. No new agenda items added.

Comments by Members - Chairman Albrinck stated that he will be forwarding all Milwaukee County Radio User Group meeting minutes to the Committee members, as well as forwarding Ozaukee County Radio User Group meeting minutes to the Milwaukee County Radio User Group. Chairman Albrinck has invited the Milwaukee County Radio User Group to attend our meetings, and Milwaukee County Radio User Group has extended the same invitation to our Committee.

14. The next Radio User Group meeting has been set for September 16, 2010 at 3:30pm.

There being no further business, motion by Dave Harvey, second by Supervisor Walker to adjourn at 5:00 p.m. Motion carried.

Cc: County Clerk
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