

**Radio System User Committee
Minutes
September 16, 2010**

The meeting of the Radio System User Committee was called to order, by Chairman James L. Albrinck at 3:32 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), Dave Harvey, Wendy Maechtle, Chief William Meloy and Patrick Pryor. Others in attendance: John Mesich, Technology Resources; Shawn Anderson, Technology Resources; Mark Owen, Ozaukee County Emergency Management Director; Dr. Steven Zils, Aurora Medical Center; Patty Ruth, Ozaukee County Public Health Department; Anthony Keyport, U.S. Coast Guard; John Shrader, Washington County Radio Technician. Absent: Committee Member, Bill Tackes, Excused; Committee Member Supervisor Gerald Walker, Excused.

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

3. Public Comments/Correspondence and Communications.

A. Chairman Albrinck presented the Committee members with a letter from Mario Valdes, Concordia University Security dated June 8, 2010. Mr. Valdes requested the Committee to reconsider their May 20, 2010 decision directing Concordia Security to use 'Concordia' and the User's 'Last Name' as their radio call sign designation. Committee discussion ensued. The Committee directed Chairman Albrinck to respond to Mr. Valdes' letter upholding the Committee's May 20, 2010 directive to Concordia Security that a numerical radio call sign designation for Concordia Security is not allowed. The Committee Members as a whole stated that no other complaints had been received regarding Concordia Security violating radio protocol since the communication mailed to Mr. Valdes on May 24, 2010 as a result of the Committee's May 20, 2010 meeting.

Side note: Chairman Albrinck moved to item 7 of the agenda.

7. Public Health Radio Call Sign Assignment. Patty Ruth was in attendance for Public Health.

Chief Meloy questioned why the Ozaukee County Public Health Department was a Radio System User. Patty Ruth explained the need to facilitate communications between Public Health workers themselves as well as other Public Safety Officials, for emergency health preparedness; in the event mass inoculation clinics need to be activated.

Ruth reported to the Committee that the Public Health department has 21 portable radios, and they conduct monthly radio tests on their designated talk groups.

Further Committee discussion ensued.

Motion by Chief Meloy, second by Dave Harvey, that Public Health utilizes the radio designation of 'Public Health and (Name, Position or Location)'. No numerical designation allowed. Motion carried.

Side note: Chairman Albrinck returned to item 3 of the agenda.

B. Chairman Albrinck presented the Committee members with a letter from Dr. Steven Zils, Aurora Medical Center, who is requesting permission for Aurora Grafton Medical Center to become a User of the County's 800 MHz Radio System. Dr. Zils was present to answer the Committee Members' questions. Committee discussion ensued.

John Schrader suggested a Hospital-to-Hospital talk group to facilitate communications between Columbia-St. Mary's Ozaukee and Aurora Grafton Medical Center.

Dave Harvey questioned if the Committee had a say in Columbia-St. Mary's Ozaukee and Aurora Grafton Medical Center monitoring each other's radio talk groups. Chairman Albrinck and Wendy Maechtle stated the Committee didn't have the authority to make such a requirement.

Sidebar – Patty Ruth questioned if the Hospitals had access to the Ozaukee County Public Health talk group. Shawn Anderson stated that the Hospital does not have the Public Health talk group, but Public Health has the Hospital talk group.

The Committee approved Aurora's request to become a Radio System User, with all associated costs to be borne by Aurora Medical Center. Dr. Zils was directed by the Committee to contact General Communications for equipment purchase; and to contact the state of Wisconsin Frequency Coordinator, Carl Guse, to obtain a FCC License and a PL assignment.

Dr. Zils requested a formal letter of permission from the Committee. Chairman Albrinck and Wendy Maechtle will provide Dr. Zils with the letter granting permission for Aurora Grafton Medical Center to become a Radio System User.

C. Coast Guard Petty Officer 2nd Class, Anthony Keyport, in attendance, requested permission to become a Radio System User. Keyport informed the Committee the reason for the Coast Guard's request was to facilitate coordination efforts between the Coast Guard, Ozaukee County Fire/EMS agencies and the Ozaukee County Rescue Boat for Search and Rescue efforts; the ability to monitor Ozaukee Sheriff Dispatch during a marine event; and to run boater DUI's and boater hull registrations through Ozaukee Sheriff Dispatch.

Committee discussion ensued.

Mark Owen, Emergency Management spoke in favor of allowing the Coast Guard on the Radio System, and cited the Kayak drowning event, where the inability to communicate with the Coast Guard rescue boat was an issue.

The Coast Guard currently only has VHF radio communications capability, and is looking to obtain, hand-held portable radios for the Ozaukee County 800 MHz Radio System.

Wendy Maechtle will contact CIB (Wisconsin Crime Information Bureau) to determine if NCIC/CIB policy will allow the Coast Guard access to person and boater hull registration information through the Ozaukee Sheriff's Dispatch Center's computer system.

After further Committee discussion, this item was tabled until the December 2nd Radio Users' Committee Meeting.

4. Approval of May 20, 2010 Minutes. Motion made by Chief Meloy, second by Pat Pryor to approve the minutes. Motion carried.

5. MABAS Update. Chief Mark Mitchell, Port Washington FD, emailed Chairman Albrinck informing the Committee of the training dates for Dispatchers for MABAS, which will occur during September and October in Washington and Ozaukee Counties.

6. IFERN and Re-programming Radios. Shawn Anderson reported to the Committee that all radios with the exception of a few stragglers have been programmed with IFERN.

8. Narrow Banding Project Update. Wendy Maechtle provided the Committee with two hand-outs, FCC and Wisconsin Deadlines for narrow banding of Public Safety Radio Equipment; and Narrow banding – Steps You

Should Take Today, which were issued by the Wisconsin Interoperability Initiative, Wisconsin Office of Justice Assistance.

Committee discussion ensued.

Shawn Anderson is coordinating with Carl Guse, the Wisconsin Frequency Coordinator, for Ozaukee County's Narrow Banding Project, and will keep the Committee posted on the progress of this project.

9. Report on System Failure Drill. Dave Harvey presented the Committee with a protocol format, which the Dispatch Center will follow during a drill with their respective Radio Users. Committee members will contact their respective Radio Users to ensure that the Users know how to go to their backup radio channels in the event of a System failure.

10. Aurora Medical Center – Grafton – Information Update. Covered under agenda item 3.

11. Southeast Wisconsin Interoperability Council. SEIC representatives, Chief Meloy, Dave Harvey and Mark Owen will report back to Committee as needed.

12. Washington County Update, John Schrader. Schrader reported that the dry testing of the new radio system had been completed, and installs should be completed within a month. Schrader further reported that work on the Washington County/Ozaukee County interoperability link is still in progress.

13. Additional Agenda Items/Comments by Members.

A. Mark Owen expressed his concerns with the operation of the weather sirens being affected by the narrow banding requirement. Shawn Anderson stated the sirens were part of the narrow banding project.

14. The next Radio User Group meeting was set for December 2, 2010 at 3:00pm in room 240 at the Justice Center.

There being no further business, motion by Chief Meloy, second by Dave Harvey to adjourn at 5:08 p.m. Motion carried.

Cc: County Clerk
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