

**Radio System User Committee  
Minutes  
March 3, 2011**

The meeting of the Radio System User Committee was called to order, by Chairman James L. Albrinck at 3:11 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), Wendy Maehtle and Bill Tackes. Committee member, Pat Pryor was excused. Others in attendance: Shawn Anderson, Technology Resources; and Chief Mark Mitchell, Port Washington Fire Department.

2. Per Chairman Albrinck, meeting was properly noticed. Motion by Wendy Maehtle, second by Bill Tackes Agenda adopted.

3. Public Comments/Correspondence and Communications.

A. Chairman Albrinck informed the Committee of a letter authored by Manitowoc County to Grafton PD, which was forwarded to him along with a request from Sheriff Straub for assistance from the Radio User Group.

Manitowoc County was requesting access to a currently non-utilized Grafton PD VHF frequency. Due to this issue being a non-800 Radio System matter, Chairman Albrinck deferred the issue to the County's Communications Services Manager, John Mesich, and Radio Tech, Shawn Anderson to address with Manitowoc County. Sheriff Straub and Chief Wenten, Grafton PD, were notified.

B. Chairman Albrinck informed the Committee that per the Committee's direction at the December 2, 2010 Radio User Group meeting, he sent a response on behalf of the Radio User Group to a letter authored by Chief Charles Wenten on behalf of the Ozaukee County Law Enforcement Executives Association as President of the Association. The letter addressed the Association's concerns regarding non-law enforcement radios being programmed with law enforcement talk channels, and the Radio User Group's recommendations to address those concerns.

(Chief William Meloy arrived at 3:16pm and was provided with a synopsis of what had transpired to this point with the meeting)

Discussion ensued in regards to the User Group's response to the Association's concerns. Chief Meloy stated that this issue would be brought up for discussion at the next County Law Enforcement Chief's meeting and he would report back to the Radio User Group at our next scheduled meeting.

4. Approval of December 2, 2010 Minutes. Motion by Bill Tackes, second by Chief Meloy to approve the minutes, motion carried.

5. Resignation of Dave Harvey. Recruit a Fire Department Committeeperson.

Chairman Albrinck informed the Committee that he had received a letter of resignation as committee member of the Radio User Group from Dave Harvey. Chairman Albrinck stated that he reluctantly accepted Dave Harvey's resignation. Chairman Albrinck further stated that he notified Chief Mark Mitchell, Port Washington FD and Chief Richard VanDinter, Cedarburg FD of Harvey's resignation, and requested their assistance with polling the County's fire chiefs to forward a recommendation for a replacement to fill the vacancy.

(Supervisor Jerry Walker arrived at 3:20pm and was provided with a synopsis of what had transpired to this point with the meeting)

Chairman Albrinck recommended to the User Group that Chief Mark Mitchell be appointed the interim committee member until the vacancy is filled. Chief Mitchell accepted the appointment with the User Group's approval.

Discussion ensued in regards to the proper steps to be taken with filling the committee member's vacancy. Chief Mitchell stated that a recommendation for the vacancy would be addressed at the next County Fire Chief's meeting. The recommendation would then be brought to the Radio User Group, and Supervisor Walker would then take the recommendation to the appropriate County Committee and/or Board for appointment.

6. Sheriff and Police concerns about radio programming on non-law enforcement radios – letter from Users committee to Law Enforcement Executives Association.

This item was covered under Item 3 of the Agenda.

7. Update on Concordia University compliance.

Wendy Maechtle stated that Concordia University radio transmissions are being reviewed on a regular basis, and they are complying with the Radio User's Group request to switch to a non-numerical radio call sign designation.

Chief Meloy stated that he has not received any complaints in regards to Concordia's radio protocol.

8. MABAS Update/Dispatcher Training and IFERN.

Chief Mark Mitchell informed the User Group that Ozaukee County went live with MABAS on January 21, 2011. Due to some technical issues at Mequon PD, the County's back-up MABAS Dispatch Center, arrangements were made with Washington County SO to act as Ozaukee County's interim back-up MABAS Dispatch Center. The technical issues at Mequon PD were resolved, and Mequon PD has resumed the responsibilities as the County's back-up MABAS Dispatch Center.

Chief Mitchell further stated that he recommends regular County MABAS drills, which would be coordinated with the County's Fire Chiefs and the SE Wisconsin MABAS Coordinator, Bill Rice.

Chief Mitchell informed the User Group that at the last state MABAS meeting it was mentioned that if agencies did not already have their IFERN and IFERN2 licensed for use, they needed to purchase the license as soon as possible. Shawn Anderson stated that he will look into the licensing, and take care of the licensing if needed.

Shawn Anderson stated that during the last weekly testing of IFERN the Sheriff's Department Dispatch Center's alert receiver did not initiate, when three surrounding MABAS Dispatch Centers sent their tones. Anderson could not recall the agencies, but stated when he checked into the issue he found at least one of these agencies did not transmit the tones for the correct length of duration, which resulted in the alert receivers not opening. Anderson is continuing to work on this issue.

Chief Mitchell initiated discussion with the User Group in regards to the programming of tactical MABAS channels Red, White and Blue. The programming should be 10 watts or less, and the mobile radios should not overpower the portable radios. Shawn Anderson stated that he would look into the situation if/when problems arise.

Chief Mitchell informed the User Group of the next state MABAS meeting to be held on March 10, 2011.

9. Narrow Banding Project Update/Paging System Relicensing Paging Channels in the County.

Shawn Anderson had nothing new to report.

Chairman Albrinck stated that he heard of a movement by the Fire Chiefs to go to one paging channel for the entire County. Discussion ensued.

#### 10. Report on Plan for System Failure Drill.

Chairman Albrinck led the discussion. With Dave Harvey's resignation, the Fire representative who will be chosen to fill the vacancy will be charged with this project.

Chairman Albrinck stated that the System Failure Drill Sub-Committee identified the fact that the fire department users are better equipped and trained to handle a system failure, as compared to all other users of the system. Educating all users with frequent drills will address this issue.

#### 11. Hospital and Health Department Radio Deployment & Update.

Shawn Anderson stated that Aurora has purchased and installed their 800 radio equipment and are operative on the 800 System.

Chairman Albrinck informed the User Group that as a result of the County's Health Department's concerns regarding radio air time during a mass inoculation clinic, a meeting was held with the Health Department; Ozaukee County Emergency Management Director, Mark Owen; and him at C-SMO on Monday, January 2, 2011. Chairman Albrinck asked that Mark Owen contact OZARES, Ozaukee County's amateur radio group. The outcome of the meeting was that OZARES be involved with the Amateur Radio Equipment at C-SMO and the adoption of an alternate viable communications plan was to be formulated.

#### 12. Southeast Wisconsin Interoperability Council and Tactical Interoperable Communications Plan (TICP)

Both Chief Meloy and Chief Mitchell were unable to attend the last Council meeting, and therefore had nothing new to report.

#### 13. Washington County Update – John Schrader not present.

Shawn Anderson stated that currently, Phase 2 is rolling out with their new high band P25 trunked radio system.

14. The next Radio User Group meeting was tentatively scheduled for June 9, 2011 at 3:00pm in room 240 at the Justice Center. **(NOTE: This meeting is now scheduled for June 2, same time and location.)**

There being no further business, motion by Bill Tackes, second by Chief Mark Mitchell to adjourn at 4:10 p.m. Motion carried.

Cc: County Clerk  
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