



FOXCOMM USER TECHNICAL COMMITTEE

Meeting Date & Time: November 17, 2010 at 1:30 p.m.

Location: Fire Station #6 in Appleton

MINUTES

User Technical Committee Members

Gene Reece, Chair*	P
Kelly Sippel, Vice-Chair*	E
Calumet County	
John Anderson	P
Matthew Marmor	P
Donna Potter	P
Outagamie County	
Mary Schuelke	E
Robert Kavanaugh	P
Joan Mitchell	P
Winnebago County	
Victor Voss	E
Rob Mertins	P
John Zimmerman	E
Paul Xiong	P
Recording Secretary	
Melissa Buman	P
Guests	
Tony Lodel	P
Tom Swadley	E

1. Determine Quorum and Call Meeting to Order: The meeting was called to order at 1:33 p.m.
2. Approve Agenda: Kavanaugh/Mitchell made a motion to approve the agenda. Motion passed unanimously.
3. Approve Minutes of October 20, 2010 Meeting: Kavanaugh/Xiong made a motion to approve the October 20, 2010 minutes. Motion passed unanimously.
4. Request for Additional Policies from Membership: No further discussion on this item.
5. Review and discuss Follow up from FA B: Reece reported that much of the discussion at the last FAB meeting related to the radio project and obtaining approval for the Geocomm's extended scope of services. Approval was given for a \$5,000 change order that pertained to additional options to the 700 MHz system, including VHF, and comparisons in overall operational items and maintenance costs of the systems. GeoComm had recently submitted a report which had been distributed to users. Reece stated that any concerns about the accuracy of information in this report should be forwarded to Swadley. Reece added that there had been considerable discussion at the last FAB meeting regarding removal of the 800 MHz data component, and the decision was made not to remove this component, and the report would confirm if this would not be a viable alternative to pursue. Reece also stated that the COPS grant had been discussed in detail, including UTC's recommendation to use the funding for hot spots. Swadley and Lodel were authorized to proceed with an initial analysis, which would include advanced authentication components and the possibility of installing a mesh network. Lodel voiced his concerns about servers purchased for counties and who would be responsible for maintaining them regarding the two factor authentication. Lodel stated that the State was pushing for the two factor authentication as part of CJIS requirements. Lodel explained that it would be difficult for FoxComm to maintain this because each county was not on the same domain. Calumet and

Outagamie Counties were grandfathered until 2013 with their current VPN. Lodel would be analyzing this project and would give a report at the next UTC meeting. He had shared the details of the current plan with the COPS grant representatives, and they had felt that the project fell into the scope of the grant, but Lodel had concerns regarding whether this project should be taken on by FoxComm. Swadley had applied for an extension and was awaiting final approval for the 12 month extension.

6. Update on Common Name Project: Mertins stated that the new Premier One CAD did offer an extraction tool, but most agencies had been the ARC GIS tool that Outagamie would be pursuing purchasing in January. Mitchell reported that Luke Behling had asked whether this project should still be pursued. A decision will be made regarding this at the next meeting, but at this time, there was a strong consensus that moving forward would not be beneficial.
7. Administrative Issues – Software/Hardware Update:
 - a. Premier 1 CAD/Premier 1 Mobile: Lodel was still awaiting agency information. Reece stated that for Outagamie County fire agencies, Kaukauna would be staying with their modems. Grand Chute and the City of Appleton would move to air cards once Premier One had been implemented. Mertins brought up John Matz's concerns regarding air card coverage. Mitchell also brought up Outagamie County's Radio IP system and stated that other county agencies could not be absorbed without the purchase of additional licenses, and there would also be an annual maintenance cost. It was also unknown whether the current server could handle this. Brad Gehring had sent out a memo in Outagamie County regarding air card costs. Reece questioned the costs, as there had been no communication regarding additional costs associated with air card use. Currently, there were no provisions in the IGA that would push maintenance costs out to users. Mitchell explained that if agencies wanted more licenses than what had been agreed upon, they would have to pay for the additional licenses, as well as their air card service. Mertins suggested learning what the agencies using Premier One Mobile, such as Ventura, Nashville, etc. were using for their solution.
8. Maintenance
 - a. Premier One: This item had been already been discussed at an earlier point in the agenda.
 - b. Maintenance for PMDC: This item had been already been discussed at an earlier point in the agenda.
9. Grants
 - a. COPS: This item had been already been discussed at an earlier point in the agenda.
 - b. WIJIS Justice Gateway: This item was discussed in detail at the last UTC meeting. This is a county-based item and not FoxComm related. This item will be removed from future agendas.

10. Update on CAD Search – Incident Analysis Program: Mertins stated that the City of Oshkosh had been given the Nick's search software program for testing purposes. He added that Oshkosh had been using the Corona software in a much more advanced manner than Winnebago County. Mertins was awaiting their feedback on the software testing. Mitchell reported that Outagamie was happy with the Crimeview software. After additional discussion, the group decided to remove this item from future agendas, but it could be brought up again at any time regarding sharing resources through FoxComm.
11. Strategic Planning Update: No report.
12. Radio Steering Workgroup Update: Reece asked for feedback regarding the GeoComm meetings. The consensus was that meetings led by Mike Mazzitello had been more effective than those led by Lex Rutter.
13. PSAP Consolidation: Potter reported that a total of 15 responses had been received. Three were disqualified because they did not follow the specifications of the RFP. Potter felt that the schedule might need to be pushed back due to the number of responses received.
14. Workgroup Updates:
 - a. IT: Anderson reported that there had been an issue with Open Query, and a new version would be released. Lodel had been monitoring the Sherwood tower and there were no issues so far. LTE and broadband opportunities would be discussed at the training in Denver. The group also discussed the two-factor authentication and the user conference.
 - b. Fire: Reece reported that the group had discussed the radio project and timelines. The group also solicited information regarding those agencies moving to air cards.
 - c. Communications: Mertins reported that the group had discussed the gateway sub-net issue. Lodel would be meeting with Motorola on Friday at 10:00 to discuss transition to the new CAD software.
 - d. Law: Kavanaugh reported that their group had discussed items previously discussed in the agenda such as voice radio, data, and air cards.
15. Around the Table: Lodel provided feedback on the Motorola conference. Attendees were dissatisfied that their engineers were not present to handle support questions and issues. Motorola had stated that this would be addressed prior to the next conference. Nashville had good representation at the conference, and they were moving ahead with the Premier One CAD product. FoxComm was invited to view their installation. Lodel stated that he felt a committee would need to be formed to discuss Premier One CAD, and he would be sending out a notice to UTC members. Lodel confirmed that there would be an 8-9 month timeframe for the

conversion process to occur. Mertins stated that he had also attended the conference, and he was impressed with the CAD presentation. He also discussed MABAS briefly, and stated that the other users' impression was that it was a lot of effort for a resource that would not be used much. Mertins also felt that the session itineraries should have been posted ahead of time so flights could be arranged accordingly. Karen Carlson had been the facilitator for the PSAP consolidation session. Reece asked about transfer of chairmanship, and it was confirmed that this would be handled at the January meeting. According to Kelly Sippel, he would be stepping down and Donna Potter would become the chairperson for the group. Winnebago County would need to nominate a vice-chair. ProQA issues and concerns were discussed, and in particular, calls relating to seizures. It was suggested that the EMS Association analyze this item further. Mitchell reported that Outagamie County would be switching soon from Trend Micro to Sophos antivirus software.

16. Meeting Schedule and Rotation – Next Meeting: The next meeting will be held on December 15 at 1:30 p.m.
17. Adjourn: Mertins/Potter moved to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 3:21 p.m.

Respectfully submitted,

Melissa Buman
Records Management/Administrative Services Supervisor
Outagamie County MIS Department