



## FoxComm Executive Committee Minutes February 23, 2010

**Present:** Brian Leonhardt, Patty Francour, Tom Pynaker, Howard Mezera, Karen Carlson, \*Mary Kohrell, Barb Bocik (\*Attended a portion of the meeting)

1. The meeting was called to order at 11:02 AM.
2. Approve Agenda: Pynaker/Francour moved approval of the February 23, 2010 agenda. Motion passed unanimously.
3. Approval of Minutes from January 26, 2010 Meeting: Francour/Pynaker moved approval of the Minutes from the January 26, 2010 meeting. Motion passed unanimously.
4. Public Communications: Karen updated the committee that an article was printed in the Brillion News regarding Public Protection of Persons and Property. With the exception of printing the Letters to the Editor that were submitted, no additional follow up was made regarding the FoxComm article.
5. Organizational Strategic Planning: Mary Kohrell handed out the compiled survey results from the 17 responses that were received and did note that the survey was pretty thoroughly responded to by the people who did respond. Mary stated this draft is a very initial draft and is looking for input as to what information the committee would like to extract from the survey. Mary summarized the results and found that it there seemed to be an inner circle of people who know what is going on in the organization. As you move outward, less information is known. She suggested that we do some blending of the information received with regard to the stakeholders. With regard to Fox Comm's values chart, Mary found that the highest value was placed on cooperative interoperability. Being cost effective was also a high value as well as leadership and integrity. The survey showed with regard to barriers that prevent FoxComm from achieving its full-potential were a lack of understanding, the lack of a clear plan, turf wars and funding. Things that could be changed were reviewed and included a better definition of authority and responsibility. Mary asked if the survey gave the committee the kind of information they were looking for and Chairman Leonhardt noted that the survey showed him that we can work together. Chairman Leonhardt was curious if the survey would show any areas where major differences exist between the UTC and Advisory Board in how they viewed each other. He noted that from the survey, FoxComm was viewed as a leader. Chairman Leonhardt discussed that an area to focus on is how to make the organization more effective, especially as FoxComm begins drafting the new Intergovernmental Agreement (IGA). Tom Pynaker stated that he felt communication was an issue and that getting information out further into the counties would be beneficial in so much as it will allow FoxComm to understand how others outside of the organization view FoxComm. Patty Francour discussed that she felt that some of the communication was too filtered and in doing so, FoxComm's identity gets lost in the process. Howard Mezera discussed the IGA and the issue of changing Schedules that may be attached to it. Howard also discussed growth of the organization and that he didn't feel it was addressed in the survey. Mary stated she will revise the document and compact the information to give the group some obvious outcomes that the group can discuss. Chairman Leonhardt discussed the Executive Committee's next steps and the issue of having a broader mission/vision rather than

the narrower mission/vision statement that FoxComm initially embraced. Chairman Leonhardt discussed that reporting the survey results and laying the initial groundwork as far as mission/vision statements are the next steps. Patty Francour discussed that contradicting results need to be reviewed further.

6. Oneida Agreement – Update: Karen noted the Agreement is still in the Outagamie County Corporation Counsel's office.
7. Governance Update: Karen met with John Bodner to discuss the issues raised regarding turning service off verses assessing fines. John's position is that FoxComm can turn off services if there is a signed Agreement stating such. John will draft language into the IGA to that affect and attach a Schedule A which outlines the procedures for taking those actions. Chairman Leonhardt would like language included stating if they are in violation of a guideline and that violation results in costs being expended, the violator would be responsible for those costs. If they are not in violation, they will be held harmless.
8. Voice and Data Radio System:
  - a. Regional Interoperability Council Grant Award: Karen noted that we did receive the award paperwork. Calumet County will need to conduct a review and draft a resolution to be passed by the Calumet County Board. The initial grant acceptance was due back in 30 days; however, an extension to the end of March has been granted. Calumet County will need to take more of a lead role in this as Karen Carlson probably won't be here when the grant is received. Karen will check with adjacent regions to see if they are interested in sharing a person. The focus of this position would be to develop interoperability plans throughout the region. Our interest is that this person could modify the statewide interoperability plan and bring that forward to the state level which would open doors for FoxComm to apply for grants.
  - b. Consultant RFP Evaluation: First meeting was held last Friday. Roger Price has been assigned the task for Outagamie County. Each representative will come back with their evaluations tomorrow morning. Depending on tomorrow's meeting, a final list with intent to award could be made on March 5.
  - c. Request for County Resolutions – Outagamie County: Karen reported that a meeting was held last week. A recommendation was made that a County Board Resolution be drafted and gone through each county to get an official endorsement of the radio project. Karen felt that all participants should be at the same table when this is discussed. Discussion was held regarding committing future boards funding as well as cost identification of common infrastructure and leaving individual counties to stage their own infrastructure needs. Chairman Leonhardt recommends we have a full board discussion on this issue.
  - d. Grant Activity: Application for Appropriations request was filed with Senator Kagen and Senator Petri and will be filed with Senator Kohl's office. A \$10 million award could be possible.

9. Budget Process Expectations: At the last meeting, Karen wanted to know what the true expectations of the member as far as how much, what kind of projects and time expectations and Chairman Leonhardt would like each county to give idea of how it their budgets work and who drives each budget. For the next meeting, each individual county should be prepared to bring back their budget forms for discussion.
10. Staff Report Distribution and Review: None.
11. Discussion regarding interim planning for MIC position: Chairman Leonhardt updated the committee that Karen is leaving and Karen believes FoxComm should solicit an interim manager to manage the day to day duties. Karen's last day is March 24, 2010. Karen has given the committee some names of potential interim managers.
12. FAB Agenda Items: Consolidation of Communication Centers.
13. Next Meeting: March 23, 2010 at 11 AM in meeting room #3.
14. Adjourn: Pynaker/Francour moved to adjourn the meeting. Motion passed unanimously.

The meeting adjourned at 1:12 PM.

Respectfully submitted,

*Barb Bocik*

Executive Administrative Assistant  
Outagamie County Executive's Office