User Technical Committee Members

John Anderson, Chair*	P
Robert Mertins, Vice Chair*	P
Calumet County	
Andy Hess	P
Matthew Marmor	A
Donna Potter	P
Brian Reedy	P
Outagamie County	
Luke Behling	P
Steve Flater	P
Joanne Hollmann	P
Rudy Nyman	E
Gene Reece	P
Winnebago County	
Jesse Jensen	A
Dean Kaderabek	P
Keith Kiesow	P
Paul Xiong	A
FoxComm Staff	
Tony Lodel	P
Recording Secretary	
Melissa Buman	P
Guests	
Rorick Olson	P

FOXCOMM USER TECHNICAL COMMITTEE
Meeting Date & Time: January 22, 2015 at 2:00 p.m.
Location: Town of Menasha Fire Station 41

MINUTES

1. <u>Determine Quorum and Call Meeting to Order</u>: The meeting was called to order at 2:00 p.m.

2. <u>Approve Agenda</u>: Behling/Kiesow made a motion to approve the agenda. <u>Motion carried</u>.

3. <u>Approve Minutes</u>: Mertins/Reedy made a motion to approve the December Minutes. <u>Motion carried</u>.

4. <u>Transfer to New Chairperson</u>: The transfer to the new UTC Chairperson, Rob Mertins, was made at this point in the meeting.

5. <u>Nominations/Selection to Fill Vacant Officer Position of Vice-Chair (Outagamie)</u>: Luke Behling was nominated to fill Outagamie County's Vice-Chair position and he accepted the nomination.

6. <u>Request for Additional Policies from Membership</u>:

   a. <u>Motorola Deployment Tool</u>: Lodel stated that the deployment tool policy would be an agenda item for the February UTC meeting. Flater stated that the all-in-one tool and the Motorola deployment portal were two different items. Lodel stated that the policy had been based on the portal. The policy and title for the policy will be reviewed at the February meeting. Reece questioned whether new agencies joining the system were being asked to sign a Memorandum of Understanding (MOU), and he also questioned whether the MOU document had been reviewed for any needed updates. Hollmann added that many of the agencies were all on different versions of the software. Lodel replied that agencies currently were allowed to stay on older versions because some of the newer versions were not stable. Reece also brought up the subject of mobile mapping. Mertins informed the group that Motorola had recently sent an email regarding mobile mapping stating if an agency had a map, they received a map – it was included in the cost. Reece stated that Greenville Fire and possibly

Hortonville Fire would need to sign the MOU, and Lodel stated that he would follow up regarding this item. The MOU will be added to the next agenda as a discussion item. Lodel added that a policy was needed for GIS items, as there were many GIS- related changes since PCAD was used.

7. Review and Discuss Follow up from FAB/FEC: Lodel provided a summary report from the last Executive Committee meeting on December 9. The items discussed included the change order, the possible partnership with Brown County, and the remaining issues with Motorola. Mertins added that the open cases document was now available on the FoxComm website. The document was not available to the public; a user would have to sign in to be able to view it. Lodel added that he would be happy to create logins for members of the FoxComm consortium.

8. Administrative Issues – Hardware/Software Updates:

    a. Premier 1 CAD/Premier 1 Mobile: Lodel stated that there were many issues with the different upgrades. Motorola was working each week on the group's list of issues, but he added that the issues were not being resolved fast enough.   The group was looking at bypassing the version 3.3.1. CU4 and going directly to version 5. That upgrade should be released on March 3, but he added that there is a fear about being one of the first customers to upgrade. Lodel added that the various fixes to the issues many times will break something else within the system.   The group discussed the issue with mobile mapping, and Behling stated that it was felt that this issue had to do with switching the sets. He added that historically, side A had been more stable. They would be performing the switch on Friday to this side. Reece stated that he felt everyone needed to be on the same release, and if this wasn't possible, if there could be some documentation shared that would explain which issues would be fixed by applying each upgrade. Reece also stated that some things being reported as "broken," really just required a setting change or turning on an option. Behling stated that once an upgrade was done on the server to version 3.3, they had been pushing out map updates with 3.3 paths. So an agency updating at 3.2 client would have issues with maps, premise hazards, address verification, etc.

9. Workgroup Updates:

    a. I.T.: Mertins stated that John Anderson would be the new chairperson for the I.T. Workgroup. Motorola staff had been on site recently. Their network analysts had performed bandwidth testing at all three of the counties. A routing issue at Outagamie had been fixed. There were still concerns regarding Oneida's bandwidth and connection to P1. The group discussed having Motorola return for a "best practices" session at the Comm. Centers, but confirmation had not been received yet.   The all-in-one training would be held in February. The policy would be reviewed after the training. Security

rights would also be reviewed. Lodel reported that the ProQA server was on hold until the interface was build for Paramount.

b. Fire: Reece stated that the workgroup met on January 14. They had started a discussion regarding connectivity and air cards. There had been significant improvement noted. Greenville Fire started on the system and training would be held for them. Reece also noted that every time the Comm. Center updated CAD, it would take the user off of the maps. It was determined that this was a provisioning setting. Agencies were communicating with Hollmann regarding this item. Auto zoom and follow me issues were also discussed, and it was determined that the map zooming was an individual agency setting.

c. Communications: Potter reported that the workgroup met on January 21, and all of the items that had been brought up at the FEC meeting were discussed. They had discussed the different software versions and the issues being researched for each version. There was also a discussion regarding Hiplink, as multiple pages were still being received. Data conversion had also been discussed, and a decision will be made on this item by the next meeting on February 26.

d. Law: This workgroup did not meet.

e. GIS: This workgroup did not meet.

10. Around the Table: Reece announced Captain Rudy Nyman as the new Outagamie County law representative. The group again discussed Hiplink downtime and issues, and Lodel replied that Hiplink had been added to on-call for 24/7 support.

11. Schedule the Next Meeting and Location: The next meeting will be held on February 26 at 2:00 p.m. at the Town of Menasha Fire Station #41.

12. Adjourn: Flater/Reece made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 3:30 p.m.

Respectfully submitted,

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