



FOXCOMM USER TECHNICAL COMMITTEE
 Meeting Date & Time: April 23, 2015 at 2:00 p.m.
 Location: Town of Menasha Fire Station 41

MINUTES

**User Technical Committee
Members**

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

1. Determine Quorum and Call Meeting to Order: The meeting was called to order at 2:00 p.m.
2. Approve Agenda: Flater/Hess made a motion to approve the Agenda. Motion carried.
3. Approve Minutes: Behling/Flater made a motion to approve the March 26 Minutes. Motion carried.
4. Request for Additional Policies from Membership:
 - a. Memorandum of Understanding (pending FoxComm Counsel's return): There was no further discussion regarding this item.
5. Review and discuss follow up from FAB/FEC: Lodel reported that FEC did not meet. FAB met on April 17. The majority of the meeting was spent reviewing the budget. Lodel stated that FAB had approved the budget.
6. Administrative Issues – Hardware/Software Updates:
 - a. Premier 1 CAD/Premier 1 Mobile - Hardware Install: Lodel stated that he was still working on the quote for data normalization. He had not signed the change order yet. He informed the group that Motorola staff members were onsite during the week doing hardware upgrades. Replication between the disaster recovery site and the primary site was still being worked on. He stated he would send out an email to the Comm. Centers to inform them of possible slowness issues due to the work being performed. Lodel stated that the SSRS training would be held the week of April 27 in the MIS training room at Outagamie County. Lodel also informed the group of the work Motorola would be doing regarding AVL data retention. Lodel stated that he was still working with Hiplink and trying to understand how the filter worked. He hadn't done any additional training due to time constraints.

Regarding the upgrade, he stated that he had been told that the upgrade CU5C would be released in May. CU6 would be released at the end of June. Lodel recommended taking the CU5C upgrade rather than CU6, as FoxComm did not want to be the first customers using this release of the software.

7. Workgroup Updates:

- a. I.T.: The workgroup met on April 20 and had discussed the new hardware being implemented. A decision had not been made regarding the upgrade. The group had discussed the policies. Minor changes were made, and the policies will be reviewed again at the next meeting. The MOU creation is on hold pending Bodnar's return.
- b. Fire: Reece stated that the group met on April 22. Connectivity problems were discussed and most of them had been rectified. A lock-up issue had been discussed that affected Neenah-Menasha and Greenville. Program functionality was also discussed. Two issues were discussed possibly relating to provisioning. The first was that some users could add comments to an incident, but other users could not. The other item related to the capability to add field initiated calls. The users felt that it would be beneficial to do this themselves rather than asking the Comm. Center staff to create them. Another issue was mentioned relating to Kaukauna Fire and the fact that they had to physically go into every call and change their times. Lodel stated that he would bring up the issues during the next conference call. Reece also brought up the possibility of including hydrant maps as part of the basic GIS layer. Some agencies did not have access to the maps in order to add the hydrant layer. The group discussed the reasons why this was not currently being done. Behling stated that the counties did not maintain or verify the information regarding hydrants. He felt that every agency would want customizations. Reece stated that he understood the concern, but he felt that hydrants were not moved often and that it would be very beneficial in mutual aid situations to see the hydrants layer. Reece stated that the hydrants were color coded, and he would rather not lose the color coding because it was used to make some decisions. Kiesow added that the critical piece would be to know where the hydrants were in relation to the address. It also mentioned that private hydrants existed. After further discussion, Behling stated that this item would be discussed at the next GIS workgroup meeting.
- c. Communications: Mertins stated that the group had met and had coordinated the SSRS reporting class. Everything else had already been mentioned in the meeting. Hollmann was currently looking into Appleton's request for a new incident type.
- d. Law: This workgroup did not meet.

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- e. GIS: This workgroup did not meet.

- 8. Around the Table: Reece brought up a mapping issue. He stated that they had closed some streets due to construction, and only the three agencies using closest vehicle dispatching would be affected. The closed roads should change the recommendations from CAD, and Outagamie County was currently testing this functionality.

- 9. Schedule Next Meeting and Location: The next meeting will be held on May 28 at 2:00 p.m. in the Badger Room of the Menasha Community Center (adjacent to Fire Station #41).

- 10. Adjourn: Hess/Kiesow made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 2:55 p.m.

Respectfully submitted,

Melissa Buman

Records Management/Administrative Services Supervisor
Outagamie County MIS Department