



FOXCOMM USER TECHNICAL COMMITTEE
 Meeting Date & Time: June 25, 2015 at 2:00 p.m.
 Location: Menasha Community Center

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	P
Brian Reedy	P
Outagamie County	
Steve Flater	E
Joanne Hollmann	P
Rudy Nyman	P
Gene Reece	P
Winnebago County	
Jesse Jensen	E
Dean Kaderabek	P
Keith Kiesow	E
Paul Xiong	P
FoxComm Staff	
Tony Lodel	P
Recording Secretary	
Melissa Buman	P
Guests	
Sam Sok	P

1. Determine Quorum and Call Meeting to Order: The meeting was called to order at 2:05 p.m.
2. Approve Agenda: Hess/Behling made a motion to approve the Agenda. Motion carried.
3. Approve Minutes: Reece/Hollmann made a motion to approve the April 23 Minutes. Motion carried.
4. Request for Additional Policies from Membership:
 - a. Memorandum of Understanding: Lodel stated that he would set up a follow up meeting with Bodnar regarding the MOU. Reece questioned whether there would be a county MOU and a FoxComm MOU, as all of the agencies had received a MOU from Outagamie County recently. Reece will forward a copy to Lodel, and Lodel will review this MOU with Bodnar.
 - b. Road Closure Policy: This item will be discussed in the workgroup updates section.
5. Review and discuss follow up from FAB/FEC: Lodel stated that FAB/FEC did not meet. The next FEC meeting is scheduled for June 30.
6. Administrative Issues – Hardware/Software Updates:
 - a. Premier 1 CAD/Premier 1 Mobile: Lodel stated that the upgrade to CU5(f) was postponed until August 11 so FoxComm could do additional testing. Lodel stated that he was working with Motorola regarding open tickets. A short outage occurred on three different dates prior to Motorola fixing the problem. Lodel added that there were two hard drive failures at the DR site. The system will have to be taken down completely for a firmware upgrade, and this will be done at the time of the failover. Regarding data

normalization, meetings had taken place with Motorola staff.

7. Workgroup Updates:

- a. I.T.: Anderson stated that the workgroup met on June 9. The discussion items included the upgrade, the DR fail over and the MOU.
- b. Fire: This workgroup did not meet.
- c. Communications: Potter stated that the road closure issue was discussed. Reece asked for a status update regarding AVL and Lodel replied that Motorola did determine what was causing the problem, and an on-demand fix will be applied. Motorola was aware that this was a major issue, and it had been discussed during the last conference call. Reece suggested asking at the next conference call how many of their customers used AVL for closest unit dispatch, and Rob stated he would follow up regarding this item.
- d. Law: This workgroup met on June 15. Lodel provided an update on the upgrade in August, and the group discussed RMS.
- e. GIS: This workgroup did not meet.

8. Around the Table: Xiong brought up the subject of cyber attacks and how the counties and FoxComm could work together. The I.T. workgroup will start the discussions regarding this item. Reece brought up the recent issue at Outagamie County regarding a Windows Update problem affecting the NetMotion server. He questioned whether the current policy should be reviewed and whether protocol was being followed with the current policy. Sykes will follow up with Denise Herron at Outagamie County regarding current notifications for Windows updates.

9. Schedule Next Meeting and Location: The next meeting will be held on July 23 at 2:00 p.m. at the Menasha Community Center.

10. Adjourn: Reece/Hess made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 2:41 p.m.

Respectfully submitted,

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