

WINNEBAGO COUNTY
COMMUNICATION AND INFORMATION SYSTEMS ADVISORY COMMITTEE

TIME OF MEETING: 8:30 A.M.

DATE OF MEETING: FEBRUARY 24, 2009

LOCATION OF MEETING: WINNECONNE POYGAN FIRE DISTRICT
Station 28
550 West Main Street, Winneconne

COMMITTEE

MEMBERS PRESENT: Chief Tim Franz – City of Oshkosh Fire Department
Howard Fuerst – Neenah Police Department
Chief Scott Greuel – Oshkosh Police Department
Chief Keith Kiesow – Town of Menasha Fire Department
Chief Ryan Krings – Winneconne Poygan Fire District
Chief Jim Reed – Omro Police Department

COMMITTEE

MEMBERS ABSENT: Sheriff Michael Brooks – Winnebago County Sheriff
Director Linda Kollman – Emergency Management
Chief Len VanderWyst – Neenah-Menasha Fire Rescue

OTHER GUESTS:

Chief Ray Appel – Neenah Police Department
Jim Backus – Information Systems
Kathy Biggar – Winnebago County Sheriff
Mike Brunn – City of Menasha Police Department
Karen Carlson – FoxComm
Patty Francour – Information Systems
Brett Halderson – City of Menasha Police Department
Rod McCants – Town of Menasha Police Department
Rob Mertins – Winnebago County Sheriff
Paul Olson – Village of Winneconne Police Department
Ed Quigley – Winneconne Poygan Fire District
Tim Seaver – Town of Menasha Police Department

Chief Ryan Krings called the meeting to order at 8:36 a.m.

I. Approval of minutes from December 17, 2008

A motion to approve the minutes was made by Tim Franz, seconded by Scott Greuel.
All in favor, motion carried 6-0.

II. Winnebago County Information Systems Report (Jim Backus/Patty Francour)

Nothing to report.

III. FoxComm Report (Karen Carlson)

Karen Carlson reminded all Chiefs that she had sent out a survey on radio operational needs and asked if some resources could be dedicated to get this survey completed and back to Karen. This survey focuses on the operational needs of our departments and is

being conducted to create a regional tactical communications plan. This plan will intern be used as part of the RFP process for procurement of radios.

Karen also discussed the e-mail she had sent to law enforcement regarding E-Referral. Winnebago County Sheriff is using the RMS system a little bit differently than the rest of the law enforcement agencies in the county. Karen will be sending out a follow-up e-mail regarding how the system is being used and to make a decision on how to trigger the E-Referral interface. The E-Referral interface takes data from the RMS system for non-citation referrals to the DA's office and automatically forwarding that information to the DA's computer system (DA protect system). If your agency decides that the system is not going to work for you let Karen know. Not every agency needs to participate, but all agencies participating must use the same procedures. The system can be operated differently between counties.

IV. LRMS Update (Jim Backus)

Brett Halderson will be taking over the LRMS reports for Jim Backus.

Brett Halderson advised that the TRACS interface has been in effect since December 1, 2008 and he has been monitoring how Winnebago County is using the system and has found that the interface is causing a lot of duplicates. This will cause problems in retrieving information. May slow things down for Records Departments and investigators. Department heads will have to decide if the time saved in data entry balances out the time necessary to verify and correct the entries and retrieve information. Jim Backus stated that the option to turn off the address populating is available.

V. Police Subcommittee Report (Mike Brunn)

Nothing to report.

VI. Fire/EMS Subcommittee Report (Ryan Krings/Ed Quigley)

Chief Ed King, Town of Neenah Fire Department, is the new subcommittee Chair and Battalion Chief John Fenrich, City of Oshkosh Fire Department, is the new subcommittee Vice-Chair.

Committee discussed the new driver simulator that will be purchased through a regional grant award. This grant was hosted by Neenah-Menasha Fire Rescue and will involve 10 of 14 fire departments in the county.

VII. Radio Infrastructure Committee (Mike Brooks)

Karen Carlson advised that the steering committee is in the process of collecting information from the surveys that were sent out as well as government structure models and funding strategies.

Ryan Krings advised that the regional radio grant that was applied for through FEMA and the Department of Homeland Security was denied.

VIII. Other Ad-Hoc Committee or Project Updates

Keith Kiesow advised that there will be a meeting on February 25 regarding the emergency notification software. This will be the final presentation made and a decision will have to be made on which software Winnebago County will possibly be purchasing because there is no system currently in place.

Kathy Biggar advised that because this would be a county-wide system they are looking into possibly applying for a grant through the Keller Foundation. Ray Appel stated that we also need to look at what ongoing costs will be present, not only the start up cost.

The April 28, 2009 meeting will be moved from the Winnebago County Sheriff's Department to Winneconne Poygan Fire District – Station 28.

IX. Adjournment

A motion to adjourn was made at 9:03 a.m. by Tim Franz, seconded by Keith Kiesow. All in favor, motion carried 6 – 0.

Respectfully submitted,
Ryan R Krings