



FOXCOMM USER TECHNICAL COMMITTEE
 Meeting Date & Time: May 26, 2016 at 2:00 p.m.
 Location: Menasha Community Center

MINUTES

**User Technical Committee
Members**

Luke Behling, Chair*	P
Andy Hess, Vice Chair*	P
Calumet County	
John Anderson	P
Matthew Marmor	P
Donna Potter	P
Brian Reedy	P
Outagamie County	
Mike Bouchard	P
Denise Herron	P
Larry Potter	P
Gene Reece	P
Winnebago County	
Jesse Jensen	P
Dean Kaderabek	P
Keith Kiesow	P
Rob Mertins	P
Paul Xiong	P
FoxComm Staff	
Tony Lodel	P
Recording Secretary	
Melissa Buman	P
Guests	
Missy Sykes	P
Chris Wilkum	P
Sam Sok	P
Joanne Hollman	P
Victor Voss	P

1. Call Meeting to Order: The meeting was called to order at 2:00 p.m.
2. Roll Call – Determine if a quorum of members is present: Quorum was met.
3. Consent Agenda Items: The Consent Agenda included the following items:
 - a. Approval of the Agenda: Mertins/Anderson made a motion to approve the Agenda. Motion carried.
 - b. Approval of the Minutes of the February 25, 2016 UTC Meeting: Mertins/Hess made a motion to approve the Minutes of February 25, 2016. Motion carried.
4. Presentation from Special Guest - Jeff Stauber:
 - a. First Net Project: Stauber explained that the previous broadband project was now First Net. Years ago, FoxComm had applied for a waiver. First Net was at the point of contracting with a nationwide vendor soon. First Net will be a wireless broadband network dedicated to public safety. Primary users have been identified as Law, Fire, EMS and Emergency Management. Victor Voss will be serving on a subcommittee for the project. The project will use the radio spectrum available when televisions switched from analog to digital. Stauber provided status updates on other entities that had been part of the BTOP grant. Stauber stated that speed testing had been done. The spectrum would not be affected by commercial traffic. Stauber explained that the advantage for the carriers is that they could use the spectrum when it was not needed for public safety. The system is not meant to replace LAN mobile radio - at least in the shorter term. The chosen vendor would deliver a plan to the State of WI. Governor Walker would decide whether to have First Net build it out or whether the State would do it on their own. The build out would occur in 2018 or later.

The subcommittee would determine how it would be built out. The website address is www.firstnet.gov. Stauber stated that the project would tie in at the PSAP; the PSAP would be the gatekeeper. Stauber stated that he would be contacting PSAP managers in the next few months. He stated that he would be able to answer questions or hold presentations for other groups.

5. Discussion Items:

- a. Review and Discuss Follow up from FAB/FEC: Lodel reported that FEC met on April 26. Julie Vanden Acker from Outagamie County will be the New Vice-Chair for FAB/FEC. Patty Francour from Winnebago County is the Chair for FAB/FEC. Denise Herron and Mike Bouchard from Outagamie County were appointed to UTC. The committee had discussed Nick Olecjak's software programs in closed session. The FoxComm budget had been discussed, and Lodel had been directed to go back to UTC with the three hardware options.
- b. Request for Additional Policies from Membership: N/A
- c. Administrative Issues – Hardware/Software:
 - i. Premier One CAD/Mobile: Lodel stated the final payment of \$154,000 was still delayed due to two items. Both are currently being worked on. Lodel gave an update regarding the CU8 upgrades for training, production and mobile. Staff members were still reviewing release notes and additional testing would be done. Reece stated that it would be helpful to know what testing should be done – what didn't work before and was now fixed. Reece volunteered Daryl Baker from AFD to do in-field testing on the mobile client. Lodel replied that the release notes would include this information. The date for the next DR failover would be discussed at the next I.T. workgroup. The ProQA upgrade was scheduled for June 7. Motorola staff would be onsite on June 1 to help free up some space on the current system to allow data conversion to be loaded on the RDW for testing.

6. Workgroup Updates:

- a. I.T.: This workgroup had been meeting with the Communication workgroup.
- b. Fire: This workgroup did not meet
- c. Communications: This group had been meeting with the I.T. workgroup. Detail will be discussed in the Action Item section.
- d. Law: This workgroup did not meet.

- e. GIS: This workgroup did not meet.

7. Action Item:

- a. FoxComm Budget Recommendations to FAB as it pertains to Premier One CAD upgrade:

Lodel stated he had shared options at the last UTC discussion (quorum was not met, so an official meeting had not been held). Three different meetings were held with Motorola to discuss the hardware options. There were three options. Option #1 included remaining on the current system. Option #2 included upgrading hardware/software and reutilizing equipment at the backup site. Option #3 included replacing equipment at both sites. At the first meeting, the design team manager and sales rep. felt that FoxComm could possibly get one more year out of the system, with the issue being space limitation. Motorola staff would be on site soon to assist with reclaiming some disk space. Reutilizing existing equipment and turning into a VM environment would allow FoxComm to keep the system for two more years. Failover from one site to the other could be done in minutes vs. hours, with equipment replacement in 2020. The second meeting took place on May 18. Mike Jobe from Outagamie County had stated they were looking at a new LRMS package and proposed that FoxComm not lock into a commitment with the current vendor. Winnebago County and Calumet County recommended moving forward with Option #2, which Lodel stated would fall in line with FoxComm's budget. Outagamie County would like more time to look at other options. Tim Tanglin had supplied a list of questions, and at this time, the questions had not been answered by Motorola. Lodel stated that he was looking for a recommendation from UTC to bring forward to FEC. The next FEC meeting would be held on May 31. FEC would make a recommendation to FAB at the final approval. The next FAB meeting would be held on June 7. Lodel stated that he had received some letters of recommendation. There had not been a true recommendation from the group. Outagamie County was still waiting for answers to their questions. Denise Herron questioned whether their design was sound, as they had recommended equipment in the past that had fallen short of projections. She also questioned estimated storage required and whether what was being quote would be enough. The group discussed that it had only been two-three weeks for the group to make a recommendation on something that included many variables. Lodel questioned whether Outagamie County possibly was looking for another option. Lodel discussed with the group the timeline was tight due to budget preparation. Patty – in addition to this conversation, there would be another wrinkle with considering RMS. Mertins stated that if FoxComm didn't pursue data conversion, that would give life expectancy on the current system. At this point, no one was even sure that the data to be provided would be valid. Kiesow added that it was very challenging on the technical side and it was anticipated that call volumes would increase by 25%. It wasn't really known what would be needed and how it would all interact. Kaderabek/Anderson made a motion to move forward with Option #2 as it pertained to the CAD P1 upgrade. Roll Call Vote:

FoxComm User Technical Committee
Meeting Minutes
May 26, 2016

Marmor – Aye, Potter – Aye, Reedy – Aye, Anderson - Aye, Hess – Aye, Bouchard – Nay, Herron – Nay, Potter – Nay, Reece – Abstain, Behling – Nay, Mertins – Abstain, Jensen – Abstain, Kaderabek – Aye, Kiesow - Aye, Xiong - Aye. Motion carried.

8. Around the Table: Mertins stated that data conversion and the immediacy of needing storage was coming into play; there were a lot of benefit to not going with the data conversion. Data conversion was provided for FoxComm due to Motorola staff erasing data. He questioned whether it would be negotiable to obtain something else from Motorola.
9. Schedule Next Meeting and Location: June 23 at 2:00 p.m. at the Menasha Community Center.
10. Adjourn: Potter/Marmor made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 3:47 p.m.

Respectfully submitted,

Melissa Buman

Records Management/Administrative Services Supervisor
Outagamie County MIS Department