



FOXCOMM USER TECHNICAL COMMITTEE
 Meeting Date & Time: July 28, 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	E
Denise Herron	E
Larry Potter	E
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
Darrell Baker	P
Victor Voss	P
Rory Olsen	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: Mertins/Reece made a motion to approve the Consent Agenda items. Motion carried. The Consent Agenda included the following items:
 - a. Approval of the Agenda
 - b. Approval of the Minutes of the May 26, 2016 UTC Meeting
4. Discussion Items:
 - a. Update on RFI Process for CAD/Mobile: Undersheriff Jobe provided an update on the RFI process at Outagamie County. He stated that approximately a dozen vendors responded. A committee met earlier in the day to develop a list of system requirements. This document would become the basis for an RFP and the standard by which the responses would be judged. The final recommendation could end up being to stay with the current product; there was no particular prejudice against the current vendor except for the increasing costs. He added that it was critical to have a complete system requirements list, and everyone’s input was needed. He asked that the group members contact him if they wanted to be added to the email list. The counties were also looking at possibly moving to a new RMS package as well, and all doors were being left open. Neither effort could make a recommendation that ignored the interface, but the focus right now was on CAD.
 - b. Review and Discuss Follow up from FAB/FEC: Lodel stated that many of the UTC members were present at the June 23 meeting. He stated that he had presented a budget to FAB. The RFI was discussed and two of the Sheriffs

wanted to move forward with this process before approving the CIP portion of the budget. The 2017 FoxComm Operating Budget was approved. A follow up meeting was held on July 19. The Sheriffs wanted to stay on the path of a three county RFI/RFP process before making a decision on the CIP portion of the budget. The IGA was discussed as well as the cost sharing formula. A meeting was scheduled for August 1 with the IT Directors and John Bodnar to review the 6th draft of the IGA with the goal of having a 7th draft ready for discussion at the next FEC meeting. The microwave replacement would not move forward without a new IGA formula.

c. Request for Additional Policies from Membership: N/A

d. Administrative Issues – Hardware/Software:

i. Premier One CAD/Mobile: Lodel stated that an upgrade was recently performed and the counties were working on the installs. The CU9 upgrade was expected to be released in September. This upgrade would include seven fixes for FoxComm. He reported that the DR fail over was scheduled for week of September 12, with failback scheduled for the week of September 26. Motorola staff would be onsite to assist with the DR fail over. The outstanding payment was due to legacy data conversion. Motorola was working on this, but there was no timeframe provided for its completion.

5. Workgroup Updates:

- a. IT: The group had discussed the DR failover. They had been looking for a timeline for implementation after Motorola had performed the upgrade on the server. They were also working on a draft policy that had not been finalized in the past.
- b. Fire: The workgroup met on July 11. The main purpose was to discuss the impact of the RFI. Members had viewed the packets submitted and wanted to stay actively involved in the process. Reece stated that comments had been made about the current system not working, but no reports were made so that tickets could be generated, so a reminder was given. The issue remained regarding getting everyone on the same version of the software. Reece added that he was still looking for a list of what was broken and what was fixed. It was difficult for fire users to evaluate this if they didn't know the details. A meeting would be set up to put together an RFI review team.
- c. Communications: Mertins stated that the workgroup met on July 14. The command line and the person tab were fixed. LRMS returns were coming back now. The summary view of a person's name, including all the contacts in the RMS system, and plate query would be working soon.

- d. Law: This workgroup did not meet.
- e. GIS: This workgroup did not meet.

6. Action Item:

- a. Legacy Data Conversion Status and Possible Recommendation to FAB: Lodel gave an explanation on the background of this item. It was thought that FoxComm would have sample data at the beginning of the year. Many background items had to take place as well. He was hopeful that Motorola would provide this by the end of August. Another division of Motorola was working on this item. Lodel stated that it was out of his hands, and the data had been promised for a couple of years. We would receive five years, and the group wondered if this was even worth more time. The group wondered what needs there would be for this information in the future. Mertins stated that he could obtain data from the Hummingbird server. An incident detail report could be obtained. There would also be UDT data available as a standalone file. Potter stated that that the issue would be obtaining data to show trends. Mertins added that from a legal standpoint, the incident could be pulled up. Mertins stated that the group was moving into 2017 with storage issues. If the group decided against data conversion, 60-70 GB of data would be saved, which could extend the life of the storage in the system. Reece stated that as UTC, it was the group's responsibility to make a formal recommendation regarding this item. If it was felt that the data was not critical and there were other mechanisms to obtain it, a credit should be negotiated for this item. The group questioned how often analytical data was requested and Mertins stated it had been a handful of times. Potter questioned whether there might be somewhere else where this data could reside but still be available in the same database format. Lodel stated that the database would have to be copied to another SQL server. Reece made a motion for UTC to authorize Lodel to work with FoxComm legal counsel to discuss potential of cost savings on the last payment should we conclude the data conversion project. After discussion, Reece withdrew the motion, as a motion was not needed for Lodel and Bodnar to discuss options. Lodel stated that he would report back to UTC at the next meeting.

- 7. Around the Table: Reece asked whether Winnebago County and Calumet County had system overload policies. The Communications workgroup had created a FoxComm policy that had been defeated by FAB in the past. Outagamie County did have a system overload policy, and they had identified an issue with radios during this process, and they were in the process of re-evaluation. After further discussion, the issue seemed to be a single county issue. Mertins mentioned the data conversion, and it will be discussed again prior to the next FAB meeting. Potter stated that the mobile upgrade had a feature that users could find helpful. If a message is sent to "my dispatcher," it would go to all of the people that monitored the agency.

- 8. Schedule Next Meeting and Location: August 25 at 2:00 p.m. at the Menasha Community Center.

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9. Adjourn: Brian/Behling made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 3:12 p.m.

Melissa Buman

Records Management/Administrative Services Supervisor
Outagamie County MIS Department