



## FOXCOMM FAB MEETING

2/3/2015

Outagamie County Courthouse  
410 S. Walnut Street, Appleton WI

### MINUTES

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#### Fiscal Advisory Board Members

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<b>Tom Pynaker, Chair*</b>	P
<b>Howard Mezera, Vice-Chair*</b>	P
<b>Calumet County</b>	
Peter Stier	P
Mark Ott	P
<b>Outagamie County</b>	
Brad Gehring	P
Katrin Patience	P
<b>Winnebago County</b>	
Patty Francour	P
John Matz	P
Kenn Olson	P

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<b>FoxComm Staff Members</b>	
Tony Lodel	P
<b>Recording Secretary</b>	
Melissa Buman	P
<b>Guests</b>	
Rob Mertins – UTC Chair	P

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1. Call to Order: The meeting was called to order at 1:30 p.m.
2. Roll Call – Determine if a quorum of members is present:  
Quorum was met.
3. Consent Agenda Items: Mezera/Francour made a motion to approve the Consent Agenda. Motion carried. The Consent Agenda included the following items:
  - a. Approval of the Agenda
  - b. Approval of the Minutes of the December 2, 2014 Meeting
4. Action Items:
  - a. Review and take action on any items that have been removed from the Consent Agenda: N/A
5. Discussion Items:
  - a. Partnership: Pynaker stated that County Executive Nelson was still trying to make a connection regarding a possible partnership. Lodel added that he was contacted by Brown County, as FoxComm was selected as a reference for Motorola. Lodel stated he believed Brown County was going through the RFP process at this time. Lodel stated that he met with Dan Debonis to discuss the spreadsheet Brian Massey had distributed at the last FEC meeting. Some changes were made, but there were still many question marks regarding potential costs. Pynaker also reminded the group that when Brown County was part of FoxComm, there were two FoxComm employees, and he felt that consideration should also be given to this item.
  - b. Motorola Premier One: Lodel discussed the

contract change order and process with the group. The change order was signed on December 12. The Communications Workgroup had been directed to create a list of “hot” items. Lodel informed the group that this list was now available on the FoxComm website. A user would have to log in at the FoxComm website to see the document. He added that any member of FoxComm desiring a login should contact him for assistance. He informed the group that there had been 129 open tickets at the time of the last weekly conference call. Lodel stated that Motorola staff did return onsite, listened to the concerns and created an action list. Five items were noted on the list, and three items were currently in progress. Lodel stated that he felt that the product and Motorola’s support were getting better, but the fixes weren’t happening fast enough. The next major upgrade of the software, version 3.4, had not been released yet. FoxComm would receive this version at no cost; however, it would require the purchase of new hardware.

c. FoxComm Policies:

i. Software Updates: Lodel stated that software versions/upgrades had been a topic of discussion at the last UTC meeting. Lodel had drafted a policy after the meeting, and the policy would be discussed at the next meeting. He added that the all-in-one tool would help, and training would be held soon. The group also discussed items affecting the policy, such as access to the tool, security issues, and concerns regarding third party software. Lodel stated that the draft policy would be brought to FAB after UTC approval.

d. Budget Process Expectations: Lodel stated that he was still waiting for a year end budget to actual document. The next budget cycle was discussed, and the group felt that Lodel should have a draft of the 2016 budget ready for discussion at the March FAB meeting.

6. Reports:

a. User Technical Committee Report (UTC Chair): Mertins reported that UTC met on January 22. Luke Behling was nominated for and accepted the Vice Chair position for Outagamie County. Reece had brought up the Memorandum of Understanding (MOU) that had been in place for quite some time. He stated that there were a few new agencies and he wanted to make sure that this document was up-to-date and that the new agencies signed it. Lodel stated that he would present the current MOU for discussion and possible revision at the

next UTC meeting. The deployment tool policy and all-in-one install training had also been discussed. The policy would be revisited after the training. The group had also discussed their concerns with all of the different upgrades since going live in March and April, and communication between the counties. Mertins stated that the mobile mapping issues had also been a big topic of discussion at the meeting. Mertins provided an update on the workgroup meetings, and he added that a decision would be made regarding data conversion at the next Communications Workgroup meeting.

- b. Management Information Coordinator's Report (Lodel): Lodel informed the group that he had contacted Heartland to switch out equipment, and a two-hour downtime would be needed. Lodel stated that the fire agencies were dissatisfied with the Hiplink paging software. He added that Motorola was trying to develop a solution for the issues. A decision was made at the last UTC meeting that Hiplink would be supported 24/7 in the future.
  - c. FoxComm EOM Budget Status Report (Lodel): There were no additional questions regarding the Budget Status Report.
7. Determine the date/time/location of the next Fiscal Advisory Board Meeting: The next scheduled meeting will be March 3, 2015 at 1:30 p.m. in the Outagamie County Board Room.
  8. Adjourn: Matz/Gehring made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 2:35 p.m.

Respectfully submitted,

*Melissa Buman*

Records Management/Administrative Services Supervisor  
Outagamie County MIS Department