

<p><b>03.18.2019</b></p>	<p style="text-align: center;"><b>OASIS</b>  <b>Public Safety Radio System Governance</b>  <b>Board</b></p> <p style="text-align: center;"><b>MEETING MINUTES</b></p> <p>03.18.2019, 12:00/PM CST  Milwaukee County -  Office of Emergency Management  633 West Wisconsin Avenue, Suite 700  Milwaukee, WI 53203  Dial in: 715.775.7031 pin 134-103-162</p>	<p><b>Board of Directors, Members:</b></p> <ul style="list-style-type: none"> <li>• <u>Andy Pederson, Village Manager, Bayside: Chair</u></li> <li>• <u>Christine Westrich, OEM Director, Milwaukee County: Vice-Chair</u></li> <li>• <u>Eric Cera, Police Chief, Hales Corners: Secretary</u></li> <li>• <u>Erik Brooks, Mayor, South Milwaukee</u></li> <li>• <u>Mason Pooler, Fire Chief, West Allis</u></li> <li>• <u>Daniel Laurila, Operations Budget Manager, Milwaukee County</u></li> <li>• <u>Kathleen David, Deputy GMIA Director of O&amp;M, Milwaukee County</u></li> </ul>
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**Call to Order.** The meeting was called to order at 12:03/PM by Chairman Pederson.

**Roll Call.**

**Membership:**

- |                                    |                     |  |
|------------------------------------|---------------------|--|
| ○ DAS representative -             | Daniel Laurila,     | Present.                                 |
| ○ DOT representative -             | Kathleen David,     | Present.                                 |
| ○ OEM representative -             | Christine Westrich, | Present.                                 |
| ○ ICC representative -             | Erik Brooks,        | Substituted - Fire Chief Joseph Knitter. |
| ○ Municipalities' representative - | Andy Pederson,      | Present.                                 |
| ○ MCLEEA representative -          | Eric Cera,          | Present.                                 |
| ○ MCAFC representative -           | Mason Pooler,       | Present.                                 |

**Advisory Members:**

- |                                 |                   |                       |
|---------------------------------|-------------------|-----------------------|
| ○ OEM Radio Division Director   | Erik Viel         | Present.              |
| ○ Operational Committee Chair - | Jay Fernandez,    | Present – via bridge. |
| ○ Technical Committee Chair -   | Jim Mayer,        | Present.              |
| ○ 911 Special Committee Chair-  | Lianne Scharnott, | Present.              |
- Guests present:**
- |                      |  |
|----------------------|--|
| Jessica Jimenez,     | DMA, Office of Emergency Communications. |
| Kinnyetta Patterson, | OEM 911 Division Director.               |
| Clyde Gestl,         | OEM Radio Services Radio Specialist.     |

**Approvals.**

1. A motion was made (Cera) and seconded (Westrich) to approve the March 18<sup>th</sup>, 2019 Agenda. Motion approved.
2. A motion was made (Pooler) and seconded (Westrich) to approve the October 9<sup>th</sup>, 2018 Meeting Minutes. Motion approved.

**Committee Reports.**

**1. Technical & Operations Committees – Presentation by James Mayer**

- a. Good participation in each group, including representation from Waukesha. There have been several meetings since the last Governance Board Meeting.
- b. The Fire service has been using the ISSI with Open Sky and is really “getting into stride.” They are already, “...seeing the benefits.”
- c. West Allis Police Deputy Chief Chris Botsch advised he would be leaving the Operational Committee and recommended West Allis Police Captain Steve Beyer to be his successor. DISCUSSION - Cera commented that he

is familiar with Beyer and believes this to be an excellent candidate and logical recommendation. ACTION ITEM - A motion was made (Cera) and seconded (Westrich) to appoint Beyer as indicated. Motion approved.

- d. The Operational Committee recommended that West Allis Assistant Fire Chief Jay Scharfenberg be replaced by Cudahy Information Technology Director Jay Fernandez as Chair of the Operational Committee. DISCUSSION – Westrich commented that it is a good recommendation because Fernandez is very active in many facets of OASIS. ACTION ITEM – A motion was made (Westrich) and seconded (Laurila) to appoint Fernandez as indicated. Motion approved.
- e. The committee discussed a proposal to authorize the Radio Administrator Provisional Approval to Mutual Aid User Requests
- Generally, we receive requests from verified public safety agencies (Fire, Police, EMS) or federal/regional law enforcement groups (HIDTA) to program EXISTING OASIS talkgroups in their radios for communication with Milwaukee County daily-user agencies.
  - Requests are typically for small numbers of subscriber units (under 12)
  - Our daily-users are almost often supporters and equally eager to gain the ability to directly communicate with their neighbors, sometimes because of timely issues such as construction, special events, etc. (I-94 corridor in Racine is one example)
  - Currently, before radios can be programmed, the requesting agency must:
    - Make formal request to OEM Radio Administrator
    - Request must be approved at OASIS Technical and OPS Committee
    - Request must be approved at OASIS Executive Board
    - Specific talkgroup requests must be approved for every talkgroup
    - Depending upon the timing of the meetings, this can take months
  - We have never denied a mutual aid user request by a verified public safety agency
  - The request before you today still requires formal approval by Tech/OPS and Executive Board
  - Not every request must be approved using this Provisional Approval process
  - The requesting agency MUST be “Sponsored” by an OASIS daily use agency, or provisional approval will not be allowed.
  - Mutual aid users are NOT allowed to establish additional talkgroups on the system. If they desired to be a daily user, the agency must follow the process outlined in the IGA and is subject to subscriber fees.
    - Generally, the mutual aid users are only programming talkgroups used for interoperability such as GTAC1-12, OACHASE, OALAWCALL, OAIFERN, MCFIRECALL, MCFIRE1-5B, etc. Permissions are outlined in the fleetmap document.
    - Milwaukee County Association of Fire Chiefs have already pre-approved neighboring fire agencies to access the suburban fire dispatch talkgroups in “Zone C” of the standardized fire template. This was done to streamline the approval process.
  - The Provisional Approval by the Chairs of the Technical and Operations Committees and System Administrator would be communicated by e-mail to the Executive Board and all members of the Technical and OPS committees.
  - The Provisional Approval would allow the subscriber equipment to be programmed with the approved talkgroups while the formal approval process is taking place. The requesting Mutual Aid user would be advised of the provisional approval status and that formal approval is not guaranteed.
  - As a security measure, subscriber ID’s can be quickly disabled and the radio un-authenticated if needed.
  - There is minimal risk to allowing the Provisional Approval process from the aspects of system security and traffic loading.

DISCUSSION – Westrich asked if there is any cost to OASIS in a situation where an agency programs subscribers under provisional authority but does not later receive permanent authority. Both Gestl and Mayer replied that the only cost would be to the agency for programming. OASIS can turn off those subscribers without a touch. Westrich did reiterate that we are sensitive to the obligations to hold frequent meetings as approvals cannot be made via email or conference call. Pooler asked if there is any fear of exceeding system capacity by approving outside agencies. Gestl indicated that the system is nowhere close to max. Mayer also indicated that any request which would be so great as to raise this issue would be deemed “unusual” and as such the full approval process would be implemented. Pooler pointed out that pretty much any agency that an OASIS agency has included in their First and Second level MABAS responses should be on OASIS. Knitter asked if OASIS has a policy already in place that prohibits a mutual aid agency from utilizing an OASIS agencies talkgroup for daily use. Fernandez replied that is an integral part of the mutual aid approval process and extends to mutual aid agencies being required to have a sponsor OASIS agency which may be held accountable for misuse. Knitter clarified that an agency’s primary talkgroups were not necessarily the concern but that open OASIS talkgroups could potentially get loaded. Mayer and Viel both replied that any mutual aid user activity is specifically restricted to the Op Plan approved by the Fire Chief’s.

ACTION ITEM - A motion was made (Westrich) and seconded (Pooler) to authorize the Tech-Ops recommendation of allowing the Radio Administrator the authority to grant provisional use of OASIS talkgroups to mutual aid requesters pending Governance Board review; and, such provisional approval in no way implies permanent authorization until the Governance Board votes. Motion approved.

## **2. 911 Special Committee – Presentation by Liane Scharnott**

a. The proposed Mission Statement was provided via PowerPoint slide. “The mission of the 911 Special Committee of the OASIS Governance Board is to represent and advocate for the collective interests of the 12 PSAPs serving Milwaukee County residents.” A vote on adoption of the OASIS 911 Special Committee Mission Statement was laid over until the next Governance Board meeting.

b. The proposed Purpose Statement was provided via PowerPoint slide. “On behalf of the OASIS Governance Board, the 911 Special Committee’s purpose is to engage leadership and stakeholders of the 12 PSAPs Milwaukee County to advocate for improvements to system service, interoperability, and efficiency. The 911 Special Committee will report on a baseline survey from cell providers on call volume and cell call origination; study the fiscal and operational impacts of Next Gen 911 (NG911); propose policy and suggestions for implementation of the CAD2CAD project; research the impact of a change of Milwaukee County Ordinance 91.09 (regarding cellular call origination and transfers); report preparedness of PSAPs on NG911 capability; and explore funding opportunities to benefit all PSAPs in Milwaukee County.” DISCUSSION – Westrich commented that the Mission Statement was well written. The Purpose Statement really looks to be a Vision Statement. She asked if reporting to OASIS Governance and “establish rapport with State Office of Emergency Communications” could be included. Pederson commented that some could take exception to the specific word choice, “collective” benefit of the 12 PSAPs. He explained that all 12 PSAPs might not always agree on what is the “best” solution. Fernandez explained that it does capture the desire to engage all PSAPs regarding; personnel, equipment, consoles from the operator experience for those at the decision making level. Scharnott confirmed stating the purpose is about providing information. A vote on adoption of the OASIS 911 Special Committee Purpose Statement was laid over until the next Governance Board meeting.

c. A survey encompassing the same topics was issued by the National Institute of Standards and Technology though the state shortly after phase one of the committee’s survey went out. To avoid duplication of efforts the two will compile results. It is expected that results will be available by the end of June.

d. Cell data is being examined and part of the process is the creation of a cell origination map overlay to best illustrate and understand how cellular calls are routed. DISCUSSION – Mayer asked if cell phone providers have say in where calls will be routed. Scharnott answered that providers try to defer and confirm with PSAPs issues of routing. Fernandez also stated that when examining the call data they've created an algorithm based upon Lat/Long to predict assigned jurisdiction. The only situation the algorithm may not be accurate is an overload situation.

## **Old Business.**

### **1. OASIS System Update – Erik Viel**

- a. System is utilizing 13 digital and 5 analog channels. The only user still analog is Milwaukee County Sheriff. Prior to going digital the Sheriff will advise everyone a week in advance as well as allow for a revert 24 hours after changeover if necessary due to negative operational impacts.
- b. The ISSI with Open Sky has passed the first acceptance test plan. The ISSI will go live April 4<sup>th</sup>. Most of the significant features are available through the ISSI, encryption will be a part of one the two future ATPs to come.
- c. Lakeshore Tower site has been completely decommissioned. No effect on users has been reported.
- d. The ISSI with WISCOM is being coordinated between the Sheriff and State Patrol.

### **2. Seasonal Activation of Subscribers – Erik Viel**

- a. The best estimate on the cost of allowing seasonal activation of subscribers is a cost to the County of \$20,000.
- b. In response to the concern if radios can be deactivated and reactivated without authentication, the answer is yes. DISCUSSION - Fernandez asked how a user would know a radio is not active. Viel answered the user would get a Bonk tone. Clyde clarified, "only once transmitted however." Westrich asked what does the IGA reference regarding the term for service. Viel answered that the IGA speaks to the cost for an authenticated radio and not an annual cost. He further explained that according to the Comptroller users seem to be underpaying already. Decreasing the yearly payments by monthly calculations would necessitate the County increasing tax levy to make up the difference. Laurila emphatically stated, "Yep." Pooler highlighted that the suggestion came from his city but he doesn't like the idea of "jumping on and off." Knitter pointed out that even assuming for, a six month usage term for example, the reality might be an agency may only use two months use. Mayer extended that concept saying we might as well go to a usage charge which wholly flies in the face of good preparedness practices. Pederson stated this clearly would be opening a Pandora's box and clearly would require a fee to activate and deactivate. Viel ended discussion by saying, "We're still cheaper than a cell phone." ACTION ITEM – A motion was made (Laurila) and seconded (Cera) to reject the request for seasonal activation until such time that the IGA is open for consideration. Motion approved.

## **New Business (Amendment)**

### **1. Election of Officers**

- a. A motion was made (Westrich) and seconded (David) to reappoint Andy Pederson to the position of Chairperson of the Board of Directors. Motion approved.
- b. A motion was made (Pederson) and seconded (Westrich) to reappoint Eric Cera to the position of Secretary of the Board of Directors. Motion approved.

### **2. Consolidation Incentives**

- a. Pederson explained that current law does not extend levy limits to joint Fire Departments. He has asked the Governor to extend that to joint PSAPs. The Governor agreed and put it in his budget as CPI plus 1%. This is a good step. The next is reconciling the disconnect between allowing the increase and any DOR rule blocking the actual spending. It is now up to the legislature to take action. Bayside and Janesville have passed ordinances in support of the State Legislature introducing legislation. DISCUSSION – Cera indicated he'd like to see the Hales Corners and Greendale Village Boards do the same. Westrich advised she'd reach out to see if the WI Counties Association would also.
- b. Westrich presented an article from Wisconsin Public Radio which covered a meeting between Assembly Speaker Robin Voss and a group of Mayors from Milwaukee County. During that meeting comments made by Voss intimated that the State would fund consolidation efforts for police, fire, and dispatch. As a result the ICC has taken the action of forming a sub-committee, headed by President Rozek of Shorewood, to examine this issue of consolidation funding. An idea toward encouraging the State to provide funding is creating an amnesty window for municipalities to use their savings. As an example if the cost of \$125,000 worth of NG911 equipment is shared the net savings for each partner could be spent.

### **3. Interoperability for Democratic National Convention**

- a. The first step is Milwaukee Police are purchasing hardware to use directly on the OASIS system.

### **4. 911 Special Committee Financial Representative.**

- a. Jeremy Lucas who is the appointed Financial Representative to the committee was recently promoted to the Chief of Parks Administration. Westrich asked if that change negates his ability to be the financial representative. DISCUSSION – There were no concerns voiced and no actions were recommended.

### **5. Relocation of County services**

- a. A new building is being built around 92<sup>nd</sup> and Watertown Plank. It will be a joint Center for Forensic Science and Protective Medicine (CSFPM) and MCW facility. The Medical Examiner will be moving their office there for certain and will occupy around June of 2021. OEM is doing a space needs study for all four divisions of OEM to include Dispatch services in the event they are to be relocated as well.

### **6. Mutual Aid request by Milwaukee Police.**

- a. A motion was made (Westrich) and seconded (David) to approve the mutual aid request by the Milwaukee Police Department. Motion approved.

### **7. Mutual Aid request by US Postal service as part of HIDTA.**

- a. A motion was made (Westrich) and seconded (David) to approve the mutual aid request by the US Postal Service. Motion approved.

### **Planning and adjournment.**

- a. Meeting adjourned (Westrich/David) at 1:31/PM.