

5.22.2015

**OASIS  
Public Safety Radio System  
Governance Board  
MEETING MINUTES**

5.22.2015, 10 – 11 AM CST  
Wauwatosa Fire Dept., Headquarters, Station 51  
1601 Underwood Ave., Wauwatosa, 53213  
Dial in: 605.475.4000 code 1052563#

**Board of Directors, Members:**

- Andy Pederson, Village Manager, Bayside: Chair
- Christine Westrich, OEM Director , Milwaukee County: Vice-Chair
- Eric Cera, Police Chief , Hales Corners: Secretary
- Erik Brooks, Mayor, South Milwaukee
- Robert Ugaste, Fire Chief, Wauwatosa
- Steve Krecklow, Budget Director, Milwaukee County
- Kathleen David, Deputy GMIA Director of O&M, Milwaukee County

**Call to Order.** The meeting was called to order at 9:59/AM by OEM Radio Administrator Erik Viel.

**Roll Call.**

Membership:

- |                                    |                     |   |
|------------------------------------|---------------------|---|
| • DOA representative -             | Steve Krecklow,     | Present (via bridge.)                     |
| • DOT representative -             | Kathleen David,     | Present.                                  |
| • OEM representative -             | Christine Westrich, | Excused Absent. (Erik Viel substituting.) |
| • ICC representative -             | Erik Brooks,        | Present.                                  |
| • Municipalities' representative - | Andy Pederson,      | Present.                                  |
| • MCLEEA representative -          | Eric Cera,          | Present.                                  |
| • MCAFC representative -           | Robert Ugaste,      | Present.                                  |

Advisory Members:

- |                                |                   |   |
|--------------------------------|-------------------|---|
| • Operational Committee Chair- | Jay Scharfenberg, | Excused Absent. (Erik Viel substituting.) |
| • Technical Committee Chair -  | Jim Mayer,        | Present.                                  |
| • MC-CDO.                      | Rich Foscatto,    | Present.                                  |
| • Owner's Representative,      | Steve Surwillo,   | Present (via bridge.)                     |

**Approvals -**

- A motion was made (Ugaste) and seconded (Pederson) to accept the March 10, 2015 Meeting Minutes as disseminated. *Minutes approved.*

**Officer Reports.**

Chair

- 1) Welcome Steve Krecklow to the Board.
- 2) Congratulations to Kathy David on her interim Director appointment. Welcome to the Board.
- 3) Thank you to Rich Foscatto for his commitment, guidance, and assistance to the radio project. We wish Rich the best of luck in his subsequent endeavor.

4) Signed IGAs on record are:

Cudahy	Shorewood	Whitefish Bay
Franklin	South Milwaukee	Saint Francis
Glendale	Wauwatosa	North Shoe Fire Department (in process)
Oak Creek	West Milwaukee	River Hills

- A. Any community which intends on participating, and is not on the list, will need to (re)submit an agreement.
- 5) Please be as accurate as possible in Exhibit B of your IGA as it will determine how many radio ids will be issued to your Department.
  - A. DISCUSSION –
    - ✓ There is a need to determine what constitutes a radio for billing purposes because things such as consoles have potential to operate with multiple ids but are only one radio.
    - ✓ A request was made that each subscriber receive a signed IGA in return from the County.

- 6) Maintenance Service Agreement
  - A. Negotiations are still underway with Motorola and BayCom.
  - B. It is leaning toward a contract for FSO services; Clyde being the dedicated service person, and BayCom as backup.
  - C. Largest task is balancing features with cost.
  
- 7) Leases
  - A. Engine 38 lease was voted on May 21<sup>st</sup>. Unconfirmed approval; however if approved, pursuit of building permits can commence.
  - B. Lakeshore Towers had a significant plan change. The radio room will move into the current Nextel vault which provides a true dedicated communications set up and equal or better than planned remediation.
  - C. Increasing electricity to the site may increase operational costs but savings from capital costs due to the reduction in remediation (moving into the Nextel closet) will offset these.
  
- 8) Schedule
  - A. Last published schedule will be updated.
  - B. Permit acquisition for E38 and McKinley sites has slowed progress.
  - C. Anticipated changes to be made within two weeks.

#### **Committee Reports.**

- 1) Technical Committee Report and Operational Committee Report.
  - A. Reports are combined as the Committees are meeting concurrently. Participation has been excellent.
  - B. Meetings have been taking place on a once per month basis.
  - C. A technical seminar with BayCom was held to address subscriber issues.  
A summary is being compiled for publication.
  - D. Once the system is up and running meetings will be split.  
Chairs will attend both meetings.  
It is hoped that meetings will be held consecutively to assist crossover when necessary.
  - E. Priority Assignment is the current priority.  
This is a Waukesha-centric issue due to current operational and technical conditions.
  - F. Rumor Control  
There is NO 2017 Phase 2 mandate.  
Any agency wishing to go Phase 2 can be assisted in that; however, there is no requirement that any agency go Phase 2.  
Narrowbanding  
This does not apply to the 800 MHz spectrum; hence, this is not an OASIS issue.  
P25 audio quality.  
The demonstration at Waukesha Radio Services was a true test using actual system components on the correct bandwidth. No tweaks were made to effect the results.
  
- 2) System Key Committee Report.
  - A. Motorola offered to provide remote programming software it already has.
  - B. Waukesha County Radio Services would be approved as a beta tester for user programming software.  
This solution would require a one to two year testing period.  
May not rise to the level of functionality we desire.
  - C. Motorola has indicated that "C" key is not an option.  
The industry standard is moving away from physical keys to software permissions.

#### **Old Business.**

- 1) Recommendation of a change to the IGA. Change the language of sections 3.1 and 3.2 to add "subscriber system acceptance." Append the IGA to include Exhibit C Subscriber System Acceptance which provides for formalizing the acceptance.
  - A. The sum total of payments at the end of a user's agreement is unchanged this change is essentially irrelevant.

- 2) Recommendation of a change to the IGA. Increase the audio quality standard in Section 6.4c to highlight the 21 dB in-building coverage in the City of Milwaukee.
  - A. This will be achieved but doesn't need to be bragged about.
  
- 3) Recommendation of a change to the IGA. Clarify in Sections 7.6 and 7.11 that Mutual Aid and Inter-County Departments will have a different IGA due to established cross-charge fee structure.
  - A. The IGA does indicate that a separate IGS for Mutual Aid partners exists.  
This motion would create a circular reference.
  
- 4) Recommendation of a change to the IGA. Eliminate reference to a "System C Key" as it is still uncertain as to the ability of Motorola to create such a device and if possible no contractual language specifying delivery of same. The County does not want provide expectations which could later be construed as misleading.
  
- 5) **ACTION ITEM -**
  - A. A motion was made (Ugaste) and seconded (David) to dismiss all recommendations in their entirety.  
*Motion carried.*
  
- 6) Clarification of Board Review Dates
  - A. It's apparent that we well enough missed them for this year. The reasons are beyond the control of the Board. Prerequisite tasks had and continue to be accomplished. The dates are expected to be effective 2016.
  - B. DISCUSSION –
    - ✓ Several members ask if we need to take action or publicly address not meeting the dates.
    - ✓ It was determined that the minutes officially will reflect this.

**New Business.**

- 1) Radio Board appointment letters from the County Executive are forthcoming.
  
- 2) A cover letter is being sent to reflect the change in the IGA from Milwaukee County Public Safety Radio System to the new OASIS (Organization of Affiliated Secure Interoperable RF Subsystems.) Included in that letter is an address correction and correcting Milwaukee County Representative Board position of Chief Information Officer (CIO) to Department of Transportation (DOT) Representative.
  
- 3) **ACTION ITEM -**
  - A. A motion was made (Cera) and seconded (Ugaste) to appoint Saint Francis Lieutenant Andrew Jensen to the position of Emergency Medical Services Representative on the Technical Committee.  
*Motion carried.*
  
- 4) A request was received by Greenfield Police Department to appoint a representative on the Operations Committee.
  - A. DISCUSSION –
    - ✓ The by-laws require voting members to be affiliated with OASIS members.
    - ✓ The Board notes that the meetings are open to the public and welcomes the attendance and participation of persons from Greenfield.
    - ✓ The Board recognizes the importance of cooperation; as such, it encourages Greenfield both participation and membership in the OASIS system.
  
- 5) A Radio Count Sheet should have already been sent, if not it is closely forthcoming, to the Point of Contact identified by each member agency.
  - A. It is permissible for the POC to delegate the task.
  - B. It is requested that the count be as accurate as possible.  
This is critical in calculating system loading.

**6) ACTION ITEM -**

- A. A motion was made to delegate this task of: defining what constitutes a radio for fiscal purposes, as intimated in the Committee Reports; to the Technical Committee (Pederson) and seconded (David.)

*Motion carried.*

**Open Forum: Members and Non-Members.**

- 1) Chief Ugaste provided an update on the possibility of an extension to Motorola factory warranties that was being sought.
- A. The short answer to the question was essentially, “No.”
- B. The Fire Chiefs are disappointed by this.
- C. Despite the result the Fire Chiefs wholly appreciate the efforts of the County representatives in backing the municipalities on this issue.  
Their backing is very indicative of the spirit of cooperation which currently exists.
- D. DISCUSSION –
- ✓ CDO Foscatto asked if it was permissible to invite Motorola to discuss this matter directly with the entire Board.
  - ✓ Chief Meyer indicated that he received information that Dave Feiler from BayCom offered to provide 6 months of warranty coverage beyond factory. Radio Administrator Viel stated that he would confirm this information.
  - ✓ Chief Meyer indicated that the new information regarding the implementation schedule may negate the 6 month extension.
- 2) CDO Foscatto opined that the software solution to the system key requirement truly appears to be the best solution. He indicated that Motorola could also be asked to present directly to the Board their proposal to elaborate on the sub-committee’s report.
- 3) **ACTION ITEM –**
- A. Chief Ugaste made a motion to invite representatives to a Board meeting, on an amenable date and time, from Motorola to discuss the warranty issue and the software proposal. This was seconded by Manager Pederson.  
*Motion carried.*
- B. Chief Ugaste asked that the record reflect that any user is invited to attend as well.
- 4) Mayor Brooks asked when migration to the new system can begin and what the worst case scenario is.
- A. Radio Administrator Viel stated that the microwave system is on track to be completed in August. Once that milestone is reached system testing can commence. Providing for no delay testing will be done in October.  
This means programming to the new system can begin in October.
- 5) Radio Administrator Viel discussed the schedule of migration.
- A. Proposed is the concept of the Board setting the schedule. If so –
- ✓ Recommend migration using non-public safety users first, transit second, and municipalities third.  
This is a risk averse prioritization.
  - ✓ Municipalities were reminded to remember to schedule the programming of their radios and training.
- B. DISCUSSION –
- ✓ Chief Mayer advised that Waukesha County Radio Services and BayCom have both offered assistance with local cut-over planning. Some subscribers may be on-site programmed.
  - ✓ Chief Meyer also advised that the new digital template cannot be programmed prior to the system going live. It is a safety issue in that roaming feature may attempt to roam to the sub-system while using the current system.
- 6) Radio Administrator Viel informed us that two initiatives are in action for ISSI interface; one by WISCOM the second by City of Milwaukee for Open Sky.
- A. Two grants are being sought in case sufficient capital is not available, which is likely.
- B. Letters of support for the grant would be highly advantageous for the success of the grant application from all members who work with Milwaukee, which is everyone.

C. These letters may be sent through Milwaukee Fire Chief Mark Rohlfing.

**Planning and adjournment.**

- Next meeting date to be determined.
- Meeting adjourned at 11:12/AM.

<p><b>Operational Committee Members (Voting):</b></p> <ul style="list-style-type: none"><li>• <b>Secretary:</b> Erik Viel (County OEM/Radio Services)</li><li>• Sue Robinson (County OEM 911)</li><li>• Julie Schneider (MCTS/DOT)</li><li>• Chris Bosch (West Allis Police Department/Police)</li><li>• <b>Chair:</b> J. Scharfenberg (West Allis Fire Department/Fire)</li><li>• Andrew Jensen (St. Francis Fire Department/EMS)</li><li>• <b>Vice-Chair:</b> Michelle Dahlen (Wauwatosa IT/Dispatch)</li></ul>	<p><b>Technical Committee Members (Voting):</b></p> <ul style="list-style-type: none"><li>• Erik Viel, (County OEM/Radio Services)</li><li>• Greg Reske, (GMIA/DOT)</li><li>• Jim Turk, (Whitefish Bay Police/Police)</li><li>• <b>Vice-Chair:</b> Dean Nelson, (Cudahy Fire/Fire)</li><li>• <b>Secretary:</b> Scott Grahn, (Bayside IT/Dispatch)</li><li>• Andrew Jensen (St. Francis Fire Department/EMS)</li><li>• <b>Chair:</b> Jim Mayer, (North Shore Fire/At large)</li></ul>
---	--