

RADIO SYSTEM ADVISORY WORKGROUP
C&T Building
1024 S. 9th St., Manitowoc, Wis.
January 23rd, 2020

Attendance: Cleveland Police Chief – Tim Barber, Two Rivers Fire Chief – Steve Denzien, Manitowoc Fire Assistant Chief – Karl Koch, Manitowoc County Firefighters Association – Mike Koepfel, Two Rivers Police Department – Assistant Chief Brian Kohlmeier, Manitowoc Police Department – Assistant Chief Rob Barbier, Manitowoc Sheriff’s Department – Major Larry Ledvina, Manitowoc Sheriff’s Department – Major Jason Orth, Kiel Police Department – Captain Joe Jeanty, Manitowoc County Public Works Director – Gerry Neuser, Manitowoc County Communications Engineer – Bill Jones, MABAS President – Bill Manis, Manitowoc County Communications Engineer – Bill Jones, Manitowoc County Emergency Services – Director Travis Waack

Call to Order: The meeting was called to order by Director Waack at 9:00 am.

Public Comment: No one present wished to speak, therefore public comment was closed at 9:02 am.

Approve Minutes: A motion was made by Major Orth and Mike Koepfel to approve the November minutes. The motion passed unanimously.

Review & Consideration of System Authorization Form & Process: A motion was made by Assistant Chief Kohlmeier and Assistant Chief Koch to adopt the authorization form and authorization policies in the SOP. Assistant Chief Koch noted that a statement should be added to expand confidentiality rules on encrypted channels to include patient information. Additionally, concerns were expressed by several law enforcement representatives about the potential security issues of granting fire and EMS users access to encrypted law enforcement channels. Director Waack reiterated that the vote is only to adopt a process by which departments could request access and those requests would still need to be reviewed by the workgroup. Further discussion was held on the pros and cons of granting access. Major Orth also requested that a policy be added stating that authorization requests for SWAT, Metro Drug and Internal Affairs (IA) talk groups would not be granted as a matter of policy to non-law enforcement entities or the entities assigned to the IA talk group. The motion was amended to include adding a statement regarding patient confidentiality, SWAT, Metro Drug, and IA talk groups as discussed. A vote was conducted and the motion passed unanimously. Director Waack will modify the SOP accordingly and inform anyone requesting authorization to use the adopted form.

Review & Consideration of System Authorization Requests: None

Update on Communications System SOP's and Interoperability: Director Waack presented a couple of additional sections to the SOP, including a policy on issuing system keys to agencies wishing to program their own radios and procedures on patching with interoperable frequencies.

Director Waack also presented a combined Communications Resource Availability Worksheet (217a) for the ten 217a's that have been received. Of those received 190+ unique talkgroups have been identified as being in use in Manitowoc County, which underscores the need for interoperability planning.

Update on Communications Unit: Director Waack demonstrated the new ACU-M and VTAC36 repeater purchased by the Emergency Services Department. Waack also reported the JDC Supervisor Connie Bashaw recently completed her FEMA Communications Technician (COMT) training. Waack reiterated that he is recruiting individuals from departments interested in learning more about patching and field communications and that further training would be available to interested parties.

Set Next Meeting Date: A poll will be sent to pick a February meeting date.

Adjournment: A motion was made by Major Orth and Mike Koeppel to adjourn. The meeting was adjourned at 10:03am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Travis Waack', written in a cursive style.

Travis Waack
Director
Manitowoc County Emergency Services