



MANITOWOC COUNTY JOINT DISPATCH BOARD MEETING NOTICE

DATE: JANUARY 2, 2013
TIME: 9:00 A.M.
PLACE: COMMUNICATIONS & TECHNOLOGY BUILDING, ROOM 111,
1024 S. 9TH STREET, MANITOWOC, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public input (public comments limited to 5 minutes each speaker)
3. Communications project update – J. Beyer
4. SCIP implementation council – J. Beyer
5. JDC updates - JDC Supervisor
6. Aegis/CAD update – I.S. Dept.
7. MABAS update – B. Manis
8. Dispatch services survey update – B. Manis

Date: December 19, 2012

Dave Funkhouser, JD Board Chairman
By: Mary Herzog, Confidential Program Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

JD Board Meeting
Wednesday, January 2, 2013
C & T Building Room 111 – 9:00 am.

Present: Chairperson Dave Funkhouser, Rick Hendrickson, Rob Hermann, Scott Schneider, Bill Manis

Also present: Bridget Brennan, Tony Dick, Luke Kalista, Jim Baumann, Nancy Crowley, Brian Kohlmeier, Matt Fricke, Jeff Beyer

Call to order: Chairperson Funkhouser called the meeting to order at 9:04 a.m. Motion by R. Hendrickson, seconded by S. Schneider to approve agenda and previous minutes; motion carried.

Public Input: Chairperson Funkhouser called for public input three times. No one was present to present public input; public input was closed.

Communications project update: J. Beyer reported that the switch over (Gateway) should occur next week with two departments remaining to coordinate with. Curt Green has requested discussion on pagers.

When wideband goes away for county there will probably be reduced coverage. DPW will be doing some antenna work to try to improve that situation; however there are few solutions due to FCC rules.

B. Manis stated MFD still gets occasional open squelch buzzing which can't be pinpointed.

Beyer stated there is still work going on to get the recording system fully operational. We are waiting for AT&T to get software to make the system work so each agency can access their data. IP ports are limited while system is shutdown. Hopefully today, licensing problem will be resolved which will make additional ports available.

The Point Beach Nuclear Plant siren replacement project has experienced numerous delays and is about a year behind completion date target. Beyer stated he doubts the switch over to the new siren system will be completed before 2014.

SCIP implementation council: J. Beyer had no report.

JDC updates: N. Crowley reported that we have two new part time dispatchers trained and on the schedule now. A third part timer began training December 14 and a fourth will begin January 11. The supervisors have done a remarkable job staffing the department during this staff shortfall period. Several dispatchers got the opportunity to attend training on various topics this year and we recently brought in a trainer from Outagamie County to discuss handling suicide calls and stress in the workplace.

Aegis/CAD update: L. Kaliska reported that fax for rip/runs is outdated. Apparently the system failed over the holidays. IS needs to know immediately when the fax method is down. Emailing reports best system.

The JDC will be given 10.0 map training in February.

There is a regional Aegis meeting in MN 2/27-28/2013. The executive conference is in April in AZ. M. Fricke hopes to attend representing the IS department. Bob Blashe has recommended that a JDC supervisor attend that meeting as well.

In mid-January, the county will go "live" on the upgraded Aegis server. Prior to that there will be weekly training available.

MABAS update: B. Manis stated that the MABAS Board will meet next week. The plan is to begin dispatching fire using MABAS system at midnight, February 14, 2013.

Manis stated the survey on JDC service delivery will go out to all departments dispatched by JDC soon.

ICS/EOC Interface Training: N. Crowley announced that the county is hosting this day and a half class for the EOC staff who may well be assigned to work from an Incident Command Post if ever there would be a hostile action based event at either of the nuclear plants. The class will be conducted at the Manitowoc Holiday Inn, January 17 and 18.

Motion made by B. Manis, seconded by R. Hendrickson to adjourn at 9:39 a.m.; motion carried.



MANITOWOC COUNTY JOINT DISPATCH BOARD MEETING NOTICE

DATE: APRIL 3, 2013
TIME: 9:00 A.M.
PLACE: MANITOWOC COUNTY COMMUNICATIONS & TECHNOLOGY BLDG.
1024 S. 9th STREET, ROOM 111
MANITOWOC, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public input (public comments limited to 5 minutes each speaker)
3. Communications project update – J. Beyer
4. SCIP implementation council – J. Beyer
5. JDC updates - JDC Supervisor
6. Aegis/CAD update – I.S. Dept.
7. Test CodeRED March 20 – 12:00 noon – N. Crowley
CodeRED Training Webinar March 27 – 1:00 p.m.
8. Tornado & Severe Weather Awareness Week April 15-19
Statewide Drill April 18
9. MABAS update – B. Manis
10. Dispatch services survey update – B. Manis
11. Election of new board chairperson – D. Funkhouser

Date: March 20, 2013

Dave Funkhouser, JD Board Chairman
By: Mary Herzog, Administrative Assistant

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JD BOARD MEETING
Wednesday, April 3, 2013
C&T Building Room 111 – 9:00 am

Present: Dave Funkhouser, Scott Schneider, Joann Mignon, Joe Collins, Rick Henrickson, Tony Dick, Bill Riesterer, Rob Hermann

Also present: Bridget Brennan, Luke Kalista, Brian Kohlmeier, Katie Coenen, Nancy Crowley, Paul Hacker, Jim Baumann

Call to order - Chairman Funkhouser called the meeting to order at 9:02 a.m. Motion by J. Collins, seconded by S. Schneider to approve agenda and previous minutes; motion carried.

Public Input - Chairman Funkhouser called for public input three times. No one wished to speak; public input was closed.

Communications project update - Jeff Beyer was not present at meeting, however, N. Crowley mentioned she understood the previous problem with Gateway was working. P. Hacker asked law enforcement present at meeting if that was the case. TRPD said their situation has improved; Kiel PD cited a few instances when theirs was not working at crucial times. Law enforcement agencies stressed this problem must be resolved so they can rely on it 100% of the time to avoid a serious accident. It is vital this gateway work with portable radios.

R. Hendrickson said the Public Safety Committee is having a joint meeting with the Public Works Committee on Wednesday, April 10 at 5:00 p.m. at the C&T Building to discuss radio/communications issues. It is open to the public and JD Board members to attend. The Public Safety Committee will meet immediately afterward.

SCIP implementation council – N. Crowley reported the council had recently held one of their meetings here. She believes this council is relatively inactive.

JDC updates - Supervisor P. Hacker reported:

- The department has new uniforms.
- One of our new dispatchers, Scott Degroot, is doing well. He has completed his three months of training and shadowing, and is now dispatching on his own.
- Unfortunately, we had to let the last female dispatcher we hired go. She had been in first rotation of training. We are in the process of interviewing three candidates.
- We went live with MABAS on March 7. To date, we have not had to activate the system. We believe dispatch has a good understanding of MABAS. We will be having a drill using MABAS on April 7. Both Chiefs Scott Schneider and Bill Manis have made themselves available for training and participated with JDC in all MABAS drills.
- N. Crowley reported EMD scores in JDC are outstanding, and credited K. Coenen, who was present at meeting, as being one who always has high scores in EMD.
- P. Hacker commended one of our dispatchers who gave CPR instructions to a 17 yr. old teen (on 911). He administered CPR to his 41 yr. old mother for 6 minutes until paramedics arrived. The mother survived.

CodeRED test – N. Crowley reported JDC tested the CodeRED emergency notification system on March 20. The system sent out approximately 38,000 calls to Manitowoc County residents. We continue receiving calls from residents asking to be added to the call list and/or to add a cell phone in addition to a land line phone. We are tweaking the system and will be testing in the future.

Aegis/CAD update – L. Kalista reported I.S. Dept will be doing an upgrade to the system next week. New World was on site this week working with the County. We still have some issues we are working on with them.

Tornado & Severe Weather Awareness - N. Crowley reported the schools receive weather information packets from the State. We will growl sirens on April 18 for severe weather drill. We will put out watch/warning messages on pagers located in schools, businesses, and other gathering places. CodeRED will also be tested.

Telecommunicator Week is April 14-19, 2013.

MABAS update – No report.

Dispatch services survey update - Will be presented to law enforcement next week.

Election of new JD Board chairperson – Chairman Funkhouser reported he's been Chair since fall of 2009. He would like to complete a four year term as Chair (October 2013). He then wishes to step down as Chairman, however still represent City of Kiel Public Safety on the JD Board.

N. Crowley reported we will be exercising with Kewaunee Power Station on Wednesday, October 30. We do not know at this time if we will be evaluated by FEMA.

In 2014 or 2015, our exercise with Point Beach Nuclear Plant will be a hostile action based scenario. Discussions and meetings are currently taking place to plan for this new requirement.

Motion by J. Collins, seconded by R. Henrickson to adjourn at 10:05 a.m.; motion carried.

MINUTES 4-3-13



MANITOWOC COUNTY JOINT DISPATCH BOARD MEETING NOTICE

DATE: JULY 3, 2013
TIME: 9:00 A.M.
PLACE: COMMUNICATIONS & TECHNOLOGY BUILDING, ROOM 111
1024 S. 9TH STREET, MANITOWOC, WI 54220

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1. Approve agenda and previous minutes
2. Public input (public comments limited to 5 minutes each speaker)
3. Communications equipment update – J. Beyer
4. Incident Command Communications with JDC – N. Crowley
5. SCIP implementation council – J. Beyer
6. JDC updates - JDC Supervisor
 - CodeRED
 - Aegis Conference Report
7. Aegis/CAD update – I.S. Dept.
8. Term of office for Chair and Vice Chair of JD Board – D. Funkhouser
9. MABAS update – B. Manis
10. Dispatch services survey update – B. Manis

Date: June 24, 2013

Dave Funkhouser, JD Board Chairman
By: Mary Herzog, Administrative Assistant

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JD BOARD MEETING
Wednesday, July 3, 2013
C&T Building Room 111 – 9:00 am

Present: Dave Funkhouser, Bill Manis, Joe Collins

Also present: Gregg Schetter, Nancy Crowley, Angela Kedrowski, Theresa Becker, Bob Ziegelbauer, Jeff Beyer, Bill Riesterer

Call to order - Chairperson Funkhouser called the meeting to order at 9:03 am. Motion by J. Collins, seconded by B. Manis to approve agenda and previous minutes; motion carried.

Public Input - Chairperson Funkhouser called for public input three times. Seeing none, public input was closed.

Communications equipment update – J. Beyer reported communications equipment/project is basically complete. There will always be small issues to address.

The regional coordinator is going to set up a meeting between the City of Manitowoc PD and the Sheriff's Dept., hopefully for later in July to go through policy and procedures for different types of incidences that may occur. Once that is completed, the coordinator will meet with individual departments.

Incident Command Communications with JDC – N. Crowley reported we are beginning to focus heavily on what we're going to do if there's ever a hostile action based (HAB) event at the nuclear plant. There are new requirements with the Nuclear Regulatory Commission on hostile action events and we will have to demonstrate these in our exercise with PBNP in 2015.

It concerns Nancy that if decision-making moves from EOC to Incident Command in the field, we haven't developed the plans to make that work smoothly yet. Tying the two locations (ICP and EOC) together, communications especially, needs work. The Kewaunee County EM Director and Nancy went to Benton Harbor, Michigan and observed the exercise at DC Cook.

Sheriff's Dept. Deputy Inspector Todd Hermann has been meeting with the FBI on the law enforcement side for hostile action based events. HAB exercises intimately involve law enforcement. Should one of these HAB events occur, the FBI agents that were here with Todd said "you do realize it becomes a federal event". Nancy told him "no problem"! We'll take care of the radiological issues. There is a September workshop hosted by the Nuclear Energy Institute in Virginia which I've invited Todd or his designee to attend, as well.

We purchased an additional 300 pair of dosimeters and PRD's (permanent record dosimeter), which will be staged at TRFD for a rapid event, eg HAB.

Our next nuclear exercise is with Kewaunee Power Station on Wednesday, October 30. It may start at a General Emergency and will not be evaluated by FEMA, but there will be a FEMA observer.

SCIP implementation council – J. Beyer reported the last meeting was cancelled. In the Governor's budget, the interoperability group was separated into 2-3 agencies, so they weren't sure who was doing what at this point. They are in the process of scheduling another meeting either later this month or next month.

JDC updates – Angela Kedrowski reported results of the June 17 tornado warning. Dispatch sent out the tornado warning using the CodeRED notification system in addition to the normal severe weather fanout procedure. We ran across a few concerns regarding timeliness in terms of how long it took to get the CodeRED message out in a timely

manner. The original message took 40 seconds; the modified message takes 11 seconds. Emails and texts also went out on CodeRED but, we believe, contributed to delaying the call-out phone message.

The County has been divided up into four geo sections now to speed up the process on delivering the warning message. Depending on the direction the weather is coming from, as a part of our severe weather fanout, we select the area where the severe weather is coming from, and activate CodeRED to call that area first.

JDC Supervisor Connie Bashaw attended the New World Conference in April. She attended a variety of sessions: Global Subject Tips and Tricks, mapping features, CAD and Mobile Integration, ask the expert sessions, what's new in MSP for CAD, as well as new features and roll out dates which can be expected with future releases. The conference also gave her the opportunity to see the features of other platforms (such as Mobile, LERMS, and Corrections) with what is currently available, along with the direction New World is working towards for the sharing of information between each platform.

Connie networked with other AEGIS users as to what experiences, pros and cons, have been experienced with certain features that we may or may not be currently using. One such feature, which we had not been using, will be a great tool for our department for when we have scheduled down times, such as software upgrades or unscheduled down times. This feature is CAD Catch-up, and it allows us to block off incident numbers and to enter searchable information, such as times for responding agencies, into CAD once it is back up from the paper information we gathered during this down time. Training for CAD Catch-up was completed at our last staff meeting at the end of May and the feature has been used once since then.

We will continue to review the information which has been brought back from the conference and look at ways in which the way we operate today can not only be improved for our staff, but for the agencies and citizens we serve.

Aegis/CAD update – No one present from I.S. Dept.

D. Funkhouser reported when the wind is over 20-25 mph, Kiel PD loses connection from microwave on tower.

Term of office for JD Board Chair & Vice Chair – D. Funkhouser stated at the previous meeting, in October he will step down as Chair as he will have served 4 years, but will remain on Committee. He is recommending the vice chair move up as chair for a two year term. Jo Ann Mignon may be interested in serving as vice chair. Then every two years the process will repeat with vice chair moving up to chair, fire as vice chair, for two years, then EMS. Committee members present agreed and it will be taken up at the October meeting.

MABAS update – B. Manis reported Manitowoc County had two MABAS calls in our county and had two MABAS calls outside of Manitowoc County. We have MABAS coordinators that continually monitor the system. One of the duties the monitors have is providing guidance for the dispatchers. For every event that Bill came in, the dispatchers had it well under control. The dispatchers have been doing a great job in the drills and the two actual events.

One of the MABAS calls outside of Manitowoc County was in Brown County which was a 5 alarm apartment fire. Manitowoc Fire Dept. opened up the City EOC. Our ladder, engine, and a battalion chief responded.

During July-August, we work on revamping box cards; September is the final card party and that will be the last time we change the cards for one year. We will give the information to Dispatch in Excel. We've added some nice features based on dispatcher input. We are monitoring IFERN via tone control.

Dispatch services survey update - B. Manis reported law enforcement completed survey approx. three months ago. The police chiefs are working on putting together a presentation of bringing that back to the floor. Manis did finish the EMS survey. That went out about five weeks ago. About two weeks ago, he received an email from B. Ziegelbauer asking him to cease and desist the survey. Manis replied to Ziegelbauer it was a Board directive and the Board wanted

to get a baseline of where the Dispatch Center was so we could move forward. Since he was asked cease and desist, he agreed to do so. At that time he had 54 respondents and it was all very positive information:

Question: What type of service do you work for?

Answers:

20% First responder agencies
10% EMT-I ambulance services
63% Paramedic ambulances
7% First responder & ambulance services

Question: What is your highest current level of certification?

Answers:

20% First responders
4% EMTs
13% EMT-Is
7% Paramedics
54% Critical Care Paramedics
2% RNs
No physicians replied

Questions: How many years have you been providing EMS?

Answers:

None of the respondents were less than 2 years
2-5 years 15%
6-10 years 13%
11-15 years 15%
16-20 years 15%
21-25 years 18%
> 25 years 24%

Question: How do you most frequently interact with the Dispatch Center?

Answers:

63% only interact on a portable radio
35% on a mobile radio
2% on the telephone

Question: How would you rate the dispatcher's attitude when you are communicating with them?

Answers:

28% excellent meaning they are courteous and friendly and treat me as a customer
57% good, they are friendly and courteous most of the time
11% neutral
1% bad, most of the time they are disrespectful
1% unacceptable
Each one of these is one person

Question: When you call the Dispatch Center are you answered on the first attempt most the time?

Answers:

47% Yes

45% No, most of the time it takes more than one attempt

4 people said no it takes two attempts most of the time

Question: 54 comments on one thing the dispatchers do well – did not print out

Question: comment on one thing the dispatchers could do better – did not print out

Question: How would you rate the dispatch center in general?

Answers:

10% was excellent

59% was very good

27% was neutral

3% was poor

Question: How would you rate the dispatch supervisors?

Answers:

75% I have not had a chance to work with the Dispatch Supervisors

19% They have listened to my concerns & I feel they have solved my concerns

3 people said they have taken care of my concerns

End of survey.

Discussion ensued about survey which was intended to get a comprehensive look at what's going well, what are some of the challenges, what do we need to work collectively on to improve. J. Collins said it's similar to what they do at TRPD with customer surveys and community surveys. There hasn't been a comprehensive look or have everyone's input from the ambulance, the squad car, the fire station.

B. Ziegelbauer said the survey sent to law enforcement pertains to county employees and he is uncomfortable with it. The survey was not focused or plan-specific enough to pursue, so he requested it be stopped.

D. Funkhouser said they received the results from B. Manis at the last Chiefs' meeting. Their intent is to discuss them at the next Chiefs' meeting in two weeks. We wanted our Chiefs and Sheriff to review and discuss them before any type of release because of some concerns.

B. Manis asked B. Ziegelbauer's recommendation to the Board regarding the surveys. B. Ziegelbauer said throw the surveys away and no more surveys and consider starting over at some point in the future in a collaborative way. He appreciates the well intended effort that was put forth.

Motion by J. Collins, seconded by B. Manis to adjourn at 10:00 a.m.; motion carried.

MINUTES 7-3-13



MANITOWOC COUNTY JOINT DISPATCH BOARD MEETING NOTICE

DATE: OCTOBER 2, 2013
TIME: 9:00 A.M.
PLACE: COMMUNICATIONS & TECHNOLOGY BUILDING
1024 S. 9TH ST., ROOM 111
MANITOWOC, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public input (public comments limited to 5 minutes each speaker)
3. Nominations and vote for Chair and Vice Chair of JD Board – 2 year term
4. Communications equipment update – J. Beyer
5. SCIP implementation council – J. Beyer
6. JDC updates - JDC Supervisor
7. Aegis/CAD update – I.S. Dept.
8. MABAS update – B. Manis
9. Kewaunee Power Station (KPS) briefing, Oct. 9 – N. Crowley
KPS evaluated exercise, Oct. 30
Hostile action based planning for 2015, Point Beach exercise

Date: September 17, 2013

Dave Funkhouser, JD Board Chairman
By: Mary Herzog, Administrative Assistant

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JD BOARD MEETING
Wednesday, October 2, 2013
C&T Building Room 111 – 9:00 am

Present: Dave Funkhouser, Bill Manis Scott Schneider, Joe Collins, JoAnn Mignon, Robert Hermann

Also present: Matt Fricke, Bill Jones, Nancy Crowley, Paul Hacker, Bob Blashe

Call to order: Chairperson Funkhouser called the meeting to order at 9:00 am. Motion by B. Manis, seconded by J. Mignon to approve agenda and previous minutes; motion carried.

Public input: Chairperson Funkhouser called for public input three times. Seeing none, public input was closed.

Nominations and vote for Chair and Vice Chair: B. Manis nominated Scott Schneider as JD Board Chairperson for two year term. J. Collins moved to close nominations and cast unanimous vote. R. Hermann seconded motion. S. Schneider accepted nomination and motion was carried.

Motion by D. Funkhouser to nominate JoAnn Mignon as Vice Chairperson for two year term. J. Collins moved to close nominations and cast unanimous vote. R. Hermann seconded motion. J. Mignon accepted nomination and motion was carried.

Communications equipment update: Bill Jones reported the current problem we're having is with Marathon County. They are on the same fire frequency as we are with the PL code. They are aware of it and are working on it with their consultant. It is pretty much limited to the Wittenberg area with Medevac in Shawano County when they're transmitting. They will correct the problem; we shouldn't have to do anything. Their consulting company didn't follow the right PL codes, but are not FCC regulated, and it so happens they picked the same one we had.

Generators: N. Crowley asked B. Jones if there were generators at each tower site. He said there is a generator at all sites except Cato Tower. The generator was pulled out of Cato as that tower was not going to be used for anything. Then the gateway was decided to go in there. The gateway is basically a back-up. The JD Board and Nancy recommended a generator be installed at the Cato Tower and Nancy asked Bill Jones to get her an estimate.

SCIP implementation council: B. Jones said Jeff Beyer attended the last meeting. The committee talked about the State broadband.

JDC updates: P. Hacker reported B. Jeanty, our newest hire, has finished training as of August 24; he has completed EMD training, and we're waiting for his certificate and then he'll be fully certified.

Training:

- We sent four dispatchers to the CIB conference in Green Bay. Some of the session they attended: Time System updates; Stress and Trauma Exposure; Arson Investigation; Active Shooter Training.
- One dispatcher will be going to validation training. K. Coenen is currently the only validation officer so this will give us an additional back-up.
- Sending several dispatchers to How to Communicate with Tact and Professionalism.

The JDC Supervisors have begun an additional quality assurance program whereas we pull three non-medical calls, monthly, for each dispatcher. We then evaluate the call taking procedure and CAD entry, and review it with the dispatcher.

Paul joined a Telecommunications Advisory Committee at Fox Valley Technical College. This group is made up of comm center personnel from all over Northeast Wisconsin to help them develop the tech training that we want to see. Also they're looking into possibly helping us with our hiring & testing process. They also want to be a voice for any upcoming legislation relative to telecommunicators' certification which is probably going to become a requirement in the next few years.

Aegis/CAD update: Matt Fricke reported things are running fairly well. Some issues with Rip 'n Runs seem to be resolved, took longer than anticipated.

We're a little short staffed right now, we still don't have an Aegis person signed on. We were close to getting one but he's staying with his current employer. We're still accepting resumes this week. We're losing another person, Desktop Support, so we're going to be more short staffed, but we'll be contracting that position out to help fill in.

We do have the cellular infrastructure project moving forward at the Manitowoc Police Department and Two Rivers. That was green lighted by Deputy Chief Bridget Brennan and Chief Tony Dick. They did get the funding through grants. Hardware is being ordered at this time and timeframe is the end of October. We'll be moving away from the old dated radios in the squads so they won't be limited to the City of Manitowoc/Two Rivers area. They can assist other agencies a little bit better, be able to use MDT's in the squads, GPS will be a little more reliable, cellular will be faster and it uses all the existing cell towers. The State has been looking at having two factor authentication, that's been put on hold but this was a prerequisite for that. If the FBI Director doesn't sign saying the squad is not a secure area, we'll still be sort of covered, then we'll still have to pursue that, but that would not accommodate it.

At that point, then that motion server which makes everything work is getting installed this week, and we're still working out details on how cellular accounts would be handled for that project. It'll be divided between Manitowoc PD and Two Rivers. Once it's all implemented, I think we'll be open to being able to get other agencies on board if they do want to use the system because it'll go through the county and have direct access to the Aegis system or whatever we'll want them to have access to.

MABAS update: B. Manis reported they had an executive committee meeting with the JDC supervisors. P. Hacker had made some policy and procedural changes so the cards were tweaked to match these changes.

There was a large fire in the county. This particular fire department prefers not to use the MABAS system. B. Manis said he had dispatchers complain to him about the fire department not using the MABAS system.

In January/February we will be updating box cards when we have more MABAS exposure. We talked with the JDC supervisors about making the cards more user-friendly.

There will be a battalion chief who was in charge of the large apartment fire from Allouez speaking at LTC on November 6 at 7:30 p.m. It is open to the public. If you have questions, contact Ryan Skabroud at LTC. He will start out with a presentation and have a short MABAS meeting after.

N. Crowley asked B. Manis and S. Schneider if there are box cards in response to incidents at the nuclear plants. B. Manis said they can do a joint card at a divisional level and include law enforcement for pre-planning. They will bring it up at their next meeting.

KPS briefing Oct 9: N. Crowley invited members of the JD Board to the October 9 Reception Center hands-on monitoring and decontamination process, then travel by bus to the Joint Information Center in Green Bay for a tour and pre-exercise briefing. After that we will have lunch at Mackinaws, then return to Manitowoc approx. 3:15 pm. If you'd like to join us, please call the EM Office, 683-4207.

KPS exercise October 30: There will be no dosimetry issued. This will be a scaled-down exercise. We will have only two FEMA observers in our EOC. The Reception Center portion of our exercise will be held Tuesday evening, October 29, and will be evaluated.

Motion by B. Manis, seconded by S. Schneider to adjourn at 9:25 a.m.; motion carried.