

**Radio System User Committee
Minutes
September 12, 2019**

The meeting of the Radio System User Committee was called to order by Chairman, Mark Kastens at 2:30 pm in the Sheriff-Lobby Conference Room 101, of the Justice Center of Ozaukee County, Port Washington. Roll Call was taken and present were committee members: James Albrinck, Josh Borden, Mark Kastens, Wendy Maechtle, and Supervisor Rick Nelson. Excused Dan Birenbaum. Others in attendance: Robert Ramthun, Saukville PD; Division Chief Matt Karpinski, Grafton Fire Department; Dennis Buchholtz, President of Communication Site Management, Contract Manager for Ozaukee County radio upgrades; Bill Esselmann, Newburg Fire Department; Jeff Vahsholtz, Cedarburg Fire Department; Rick Wollin, Radio Services; Chief Bill Rice, Grafton Fire Department; Jason Dzwinel, Ozaukee County Administrator; Tim Romanelli, Harris Account Manager; Shawn Anderson, Ozaukee County Radio Services; and Lt. Wayne Lambrecht, Ozaukee County Sheriff's Office.

2. Per Chairman, Mark Kastens, meeting was properly noticed. Agenda was adopted.

3. Approval of May 30, 2019 Minutes. Motion by Jim Albrinck, second by Josh Borden, to accept the minutes as presented, motion carried.

4. Appointment of a Police Department Representative

Chairman Mark Kastens introduced Robert Ramthun to the Committee. Bob was selected by the Law Enforcement Police Chiefs to be the Law Enforcement Representative on the RUG to replace Cpt. Mike Keller of Port Washington Police who has retired.

Chairman Kastens will ensure that this appointment is on the upcoming County Board's Agenda for approval.

5. Public Comments/Correspondence/Communications

Nothing

6. Update on Radio Services, Condition of the Radio System, Planning for the Future of the Radio System

Shawn Anderson –
800 EDACS system is alive but dying, and we are in the process of migrating to the P25 system.

Dennis Buchholtz –
Dennis provided a September 2019 Radio System Update (addendum to the minutes)
Dennis reviewed the Update with the Committee.

Tim Romanelli –
Tim introduced himself to the RUG. He has been with Harris for 11 years, and Ozaukee County was one of his first customer service calls, which he handled.
Tim related to the RUG, how all infrastructure needs to be in place, tested, prior to issuing End User equipment, portable and mobile radios.
Harris is working on the six hardware categories to meet the End Users' needs for placing their orders. Once all orders received, the orders will be placed with the manufacturer, and should be available for distribution 2-3 months later. The goal is to place the order with the manufacturer in October.

Mark Kastens –

Inquired who do the End Users' wish lists go to? Dennis answered that Harris is doing the physical inventory and will be go to the End Users to meet and discuss their needs. Dennis further stated that the budget was based on the electronic inventory, and now Harris is conducting the physical inventory.

It is important to get the numbers right, as well as knowing what Mequon PD's needs are for radio equipment, may not be what Port Washington PD's needs are for radio equipment.

Tim stated that meetings have been held with the fire departments to establish their needs for the radio equipment.

Chief Rice expressed frustration with the process, stating he has no idea what the Harris radios can do, what features are standard on Harris radios, and voiced concern that essential features required for safety and operational purposes will be considered luxury features, driving up the cost of the radios. Chief Rice reiterated that the fire department portables are failing, and have failed during critical calls, endangering first responder and public safety.

Division Chief Matt Karpinski requested an all disciplines meeting to find out what the End Users' needs are. Matt stated in this day and age of technology, the expectation is to be able to communicate with anyone, anywhere. There are still buildings that do not have in-building coverage, has this been addressed with the new P25 System?

Jim Albrinck reminded Dennis and Tim, that back in May, Harris promised to provide 15 radios for the End Users to utilize, learn the features in order for the End Users' to address their needs. As of this date these radios have not been provided. Tim answered stating that was on him, explaining that orders are taken as received, each order is completed in its entirety before moving on to starting the next order. This 15-radio order was lost in the shuffle of larger orders. Tim will expedite this 15-radio order.

Tim will set up meetings with all disciplines, to meet with the End Users to determine their needs to complete the work on setting up the 6 different hardware categories for production.

Wendy inquired about the full foliage coverage testing, when that will be completed as it is already mid-September. Dennis stated that their focus is to complete the full foliage coverage testing in the next 2 weeks.

7. Status of Mee-Kwon Tower

Shawn Anderson stated the tower is up and operational, in the process of moving the equipment from the old tower to the new tower.

8. Status of Harrington State Park Tower

Shawn Anderson stated nothing new to report.

9. MABAS Update

Chief Rice led the discussion. The MABAS Conference is currently in session in Stevens Point; Division 119 has had a few recent box alarms, where all went well.

10. Washington County Update

Dennis Buchholtz provided the update. Washington County is on track to complete their migration off of their VHF System and onto the 700 System within 2 years.

11. Radio System Backup Procedure

Wendy Maechtle led the discussion to establish a sub-committee to update the current RUG Radio System Backup Procedure for End Users' utilization in the event of a system-wide failure. Jim Albrinck and Bob Ramthun volunteered to be part of the sub-committee. Shawn and Wendy will also be part of this sub-committee. Wendy will send an email out to the sub-committee to come up with a date/time to start the process.

Prior to adjourning the meeting, Chief Jeff Vahsholtz addressed the Committee regarding the responsibility of setting up MOU's with adjoining counties to enable each other to utilize each other's radio systems for interoperability communications. This discussion was addressed with Jason Dzwinel, County Administrator. Chief Vahsholtz stated that North Shore Fire Department is interested in being able to access Ozaukee County's Radio System, when they are in our County providing Mutual Aid for calls.

12. Set next Meeting Date and Adjournment

Next meeting was set for December 12, 2:30pm, in Room 101 (Sheriff Lobby Conference Room), Justice Center. Wendy will reserve the room.

There being no further business, motion by Mark Kastens, second by Josh Borden, to adjourn the meeting at 3:40pm, motion carried.

CC: County Clerk
Agenda and Meeting Minutes Email Distribution List



September 2019 Radio System Update

The radio project has seen quite a bit of activity the last several months, with significant accomplishments towards the completion of the infrastructure phase of the program. We also had some challenges due to weather related incidents that were system impacting during the same time-frame. Before we go through the project status items I would like to recognize the effort of our team members Shawn Anderson, and Rick Wollin for changing the tires while we were driving 55 miles an hour. GCI has been most valuable supporting many of the project functions for Harris, and supporting the Ozaukee staff equally during this trying time-frame. We are listing the following items that are currently in process at various levels of completion. Everything listed below are major milestones for completion of the system infrastructure, or tasks being worked in parallel for the upcoming end user equipment budget and implementation.

- System optimization for acceptance testing and, drive testing.
- ATP prep conducted by Ozaukee and GCI.
- ATP completion by Ozaukee and Harris, GCI in support.
- Punchlist acquired from ATP.
- Completion of 10% major milestone payment Infrastructure phase.
- Audit of Fire apparatus conducted.
- Audit of law enforcement in progress currently.
- Templates / packages are being created for end user replacement equipment (portable terminals) reviewing documentation from Harris.
- MOU's for end user equipment in process.
- Automated coverage testing in process Harris and GCI currently acquiring the drive test data. Analysis by Harris to follow for "go ahead" voice quality testing.
- Review and discussion of manufacturing timeframes for end user equipment.

End user equipment will be next on task after final acceptance of the infrastructure / system. We have had many conversations with end user agencies for upcoming needs / wants regarding the radio system. We need to be laser focused on the agreed upon parameters upon system

purchase. P25 phase 2 system infrastructure with end user equipment replacements. There have been many potential features that can be utilized with the new technology, however many of the feature sets require considerable cost associations. The County radio team is working to meet the budgetary needs dictated by the contract. Additional functionality may be acquired in the future. Harris suggested that upon completion of the end user implementation that Ozaukee County utilize the system and make enhancements/ changes has dictated in a "controlled operational environment". Said another way one change at a time. This would allow a beta to be tested operationally to quantify value added. Ozaukee county is committed to partnering with all the municipal agencies for the efficient communication needs.

Notables:

The Sheriff's and Sheriff department staff continue to hold meetings for backing one another up and aiding in resourcing. PSAP installations are still in process with Mequon and Cedarburg. The PSAP's should be completed end of September upon GCI recent communications. Harris has requested an end of month meeting for agreed upon punch-list items for infrastructure close out, and warranty transition period. This meeting will also initiate talks into on-going maintenance contract system support. Shawn Anderson will be receiving system / maintenance training in the near future. The training will be conducted off-site at the manufacturer's location in Lynchburg, VA. That schedule is currently being discussed.

MAIN PROJECT FOCUS next 2 Weeks:

CLOSE OUT COVERAGE TESTING.



Thanks for your support!