

911 COMMUNICATIONS COMMISSION
September 20, 2016

Chief Liggett called the meeting of the 911 Commission to order at 2:01 p.m. on September 20, 2016.

Members present: Chief Brad Liggett, Beloit Fire Department; Chief David Moore, Janesville Police Department; Chief Randy Banker, Janesville Fire Department; Chief Dave Wickstrum, Orfordville Police Department; Chief Tim Huffman, Town of Turtle Fire Department; Chief David Hooker, Clinton Police Department

Members Not Present: Sheriff Robert Spoden, Rock County Sheriff; Chief David Butzler, Footville Fire Department; Chief David Zibolski, Beloit Police Department

Others present: Kathy Sukus, Rock County Communications Center; Dara Mosley, Rock County IT

1. Call to Order and Approval of Agenda

Chief Liggett called the meeting to order at 2:01 p.m. Motion to approve the agenda by Liggett. Second by Huffman. All in favor.

2. Minutes – May 18, 2016

Motion by Huffman to approve minutes as written. Second by Moore. May 18, 2016 minutes. Approved as written.

3. Comments from the Public – No public present.

4. IT Updates

a.) Mosley attended a regional FirstNet meeting a few weeks ago. He explained the federal government set money aside to establish an LTE Network/broadband exclusive to public safety agencies. FirstNet's plan is to be able to sell Internet connectivity lower than what agencies pay today (US Cellular in Rock County's case). Mosley stated US Cellular covers the county well and he does not see how the FirstNet provider can match that coverage. He also noted the likelihood of needing different equipment. Mosley stated an instance of needing a public safety dedicated LTE Network/broadband would be if the network became saturated. The last and only time that occurred in this county was when a popular band played at the 4-H fair in recent years. Sukus suggested this could be something agencies could get just for their EOCs.

5. Policy Updates

a.) Sukus attended the APCO conference a few weeks ago. A suggestion was made by an instructor during an active shooter breakout session regarding call takers being required to get every single name and number from callers during a large scale incident when there are multiple callers (high volume of calls within a short time period). The suggestion was to have a disclaimer in the policy that does not require the call takers to get all of the information during these large

scale type incidents so the call takers do not feel even more overloaded and stressed than they already will be from the incident itself.

The Telephone Skills & Techniques policy has been amended so the burden of getting each caller's personal information is taken off the Call Taker. The instructor that suggested this will be providing the Communications Center's fall in-service.

Motion to approve the amended policy as written by Moore. Second by Hooker. All in favor. Policy amendment approved.

i.) Obtaining caller's name (discussion)

Sukus received a call from a citizen concerning Call Takers asking callers for their names. He felt this was not the Call Taker's job and they should not be asking callers "What is your name?". The citizen did not want to leave his name or talk about the policy. He then contacted Chief Deputy Tillman from the Sheriff's Office and Chief Moore from Janesville PD and voiced his concerns. After speaking with the individual, Chief Moore contacted Sukus to put the subject on the Commission agenda for discussion.

After the discussion, Chief Moore and Chief Liggett agreed with Director Sukus that the policy is reasonable. Sukus noted that she told the citizen that they can always request to remain anonymous at the beginning of the call and the call taker will not ask them their name. The policy remains unchanged.

6. Commission Terms Ending November 15, 2016

a.) Small Law Agency Representatives

Sukus stated the terms for Chief Hooker, Clinton Police Department, and Chief Wickstrum, Orfordville Police Department will end November 15, 2016 so this will be their last meeting. Chief Scott Marquardt, Milton Police Department, and Chief Steve Kopp, Town of Beloit Police Department will take their places. Edgerton was asked, but declined this round.

Sukus mentioned the Commission Chair term will be due for nominations at the November meeting with the term beginning in January 2017.

7. Informational Items & Updates

a) 2017 Budget

The CAD upgrade was included in the Communications Center's 2017 budget requests. Sukus stated the quote from Motorola was much more than last year due to hardware changes that were required. The fire/EMS paging system and additional Edgerton paging transmitter site was also requested. The County Administrator's budget recommendations will be mid-October with final approval by the County Board in November.

Sukus stated they're still working on the backup frequencies. Gen Comm is waiting to hear back on frequency coordination.

b) Communications Center Training

The Communications Center is hosting an Active Shooter training at the Janesville Fire Station. The training is being presented by an nationally known instructor from Florida who was one of the speakers at the APCO conference in Orlando.

c) Frequency Requests

Sukus has received frequency requests from Dane County agencies who are switching to Dane Comm and would like to add the Fire and Sheriff's Office frequencies. There were no objections to this from the Commission.

d) Joint Powers Agreements

The 2017 Joint Powers Agreements were mailed to municipality administrators last week.

e) Dane Comm

Dane Comm is scheduled to go live November 1, 2016.

f) Fire PSA

Sukus stated the Fire Public Safety Announcement video shooting has been postponed until Spring when it can be done at one location.

8. Adjournment

Wickstrum moved to adjourn the Commission meeting. Second by Hooker. All in favor. Meeting adjourned at 2:25pm.

Next Meeting – November 16, 2016

Respectfully Submitted,



Tara Hanley
Administrative Assistant
Rock County Communications Center

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE