

1 RADIO COMMUNICATIONS SYSTEMS COMMITTEE

2
3 Sheriff's Department Training Room
4 West Bend, WI

February 3, 2005
9:00 a.m.

5
6 Present: John Kohl, Don Berchem, Brian Bausch, John Stern, Herb Tennes

7
8 Excused: Daniel Goetz, Thomas Smith

9
10 Also present: County Administrator Doug Johnson, County Board Chairperson Kenneth Miller,
11 Sheriff Brian Rahn, Captain Dale Schmidt, Lieutenant Michael Hetzel, Gail Doughty, secretary.

12
13 Chairperson Kohl called the meeting to order and read the Affidavit of Posting.

14
15 **OVERVIEW OF THE CURRENT WASHINGTON COUNTY RADIO SYSTEM**

16 Lt. Michael Hetzel provided a handout and presented an overview of the current radio
17 communications system in the county, which is 18 years old. He reviewed current system
18 development, components, tower sites, mobile and portable equipment and other radio systems
19 throughout Washington County. The current equipment is no longer manufactured and repairs
20 would be very costly or not able to be made, and we do not have the coverage that we should
21 have. Mr. Miller stated that feedback he received from police and fire departments was that
22 everyone is interested in a new system.

23
24 **AREAS OF CONSIDERATION FOR NEW RADIO SYSTEM (DRAFT)**

25 Sheriff Rahn discussed the "DRAFT," prepared by Mr. Kohl, Mr. Miller, Mr. Johnson and
26 himself, that was distributed to committee members regarding areas of consideration for the new
27 radio system. The DRAFT includes determining the need for the system, what type of system,
28 base station, back-up base station, mobile radios in vehicles, portable capabilities, central
29 dispatch versus 4 PSAP's, tie-in with wireless 9-1-1, consider Ozaukee County as back-up, costs
30 of equipment, antenna needs and location, cost of consulting, timeline, grant availability,
31 Advisory Committee makeup and appointments as necessary.

32
33 Several questions were raised by committee members. Mr. Berchem asked if municipalities are
34 aware of the proposed radio system for the county. Mr. Miller responded that all municipalities,
35 emergency management, parks, DPW, town and village administrators were sent letters asking
36 for feedback. Mr. Johnson stated that there would be presentations to the public regarding the
37 radio system. Mr. Tennes brought up whether or not the plan is to separate dispatch from the
38 Sheriff's Department as in Waukesha County. Mr. Miller stated that the committee needs to
39 look at the entire operation. Sheriff Rahn stated that the focus should be on a new radio system
40 and not on consolidated dispatch. Mr. Berchem brought up the update of the wireless 9-1-1
41 system. Lt. Hetzel stated that the wireless 9-1-1 system affects the telephones and has nothing to
42 do with radio equipment.

43
44 **CONSULTANT SELECTION PROCESS**

45 \$50,000 has been budgeted for 2005 and \$50,000 in 2006 for a consultant. The committee will
46 look at hiring an independent consultant. Sheriff Rahn stated he would meet with Purchasing
47 Agent Bill Kurer to draft a request for proposal (RFP) and present it at the next meeting.
48 Chairperson Kohl suggested obtaining information from other counties who have installed a new
49 radio system. Sheriff Rahn will obtain this information.

50

2
3 **ADVISORY COMMITTEE MEMBERS**

4 County Board Chairperson Miller sent letters requesting names of people who would be
5 interested on being on the Advisory Committee. The list of names he received included Hartford
6 Police Chief Tom Jones, Town of Trenton Police Chief Joe Gabrish, West Bend Police Chief
7 Ken Meuler, Germantown Police Chief Pete Hoell, Jackson Police Chief Jed Dolnick, West
8 Bend Fire Chief Jim Vest, Jackson Fire Chief John Skodinski, Newburg Fire Chief Peter
9 Waldkirch, Town of Jackson Emergency Management Ken Klumb, Richfield Emergency
10 Management Robert Stuesser, West Bend Public Works Terry Kiekhaefer, Highway
11 Commissioner Ken Pesch. Moved by Mr. Bausch and seconded by Mr. Stern to approve the
12 above listed Advisory Committee members and that additional members may be added in the
13 future. Motion carried. Mr. Miller stated that he would also send out letters to superintendents
14 of schools as to their interest in the radio system.

15
16 Sheriff Rahn distributed to committee members a booklet entitled “Continuity of Operations
17 Planning Public Safety Communications Interoperability Study” prepared by Dave Kaun of Elert
18 & Associates of Stillwater, MN, December 24, 2003.

19
20 **FUTURE MEETING DATES – MEETING SCHEDULE**

21 It was decided that the next RCSC meeting would be held on March 24, 2005 at 9:00 a.m. in the
22 Sheriff’s Department Training Room and that the Advisory Committee members would be
23 invited to this meeting.

24
25 **ADJOURNMENT**

26 Moved by Mr. Stern, seconded by Mr. Tennes to adjourn at 10:17 a.m. Motion carried.
27
28

29
Brian K. Rahn, Sheriff