

1 **RADIO COMMUNICATIONS SYSTEMS COMMITTEE**

2
3 Sheriff's Office
4 West Bend, Wisconsin

June 18, 2012
10:00 a.m.

5
6 Present: Daniel Goetz, Rick Gundrum, Brian Krebs, Dennis Myers, Thomas Niebler, Herbert Tennes

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8 Also present: Sheriff Schmidt, Captain Gonwa, County Attorney, County Purchaser, John Schrader, Brian
9 Blacketer, Scott Seivert – Harris Corp., David Gelyana – RCC, Chief Groves, 2nd Asst. Chief Fahey, Chief
10 Dean Schmidt, Chief Dolnick, Chief Stephans

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12 County Board Chair Tennes called the meeting to order at 10:00 a.m. and read the affidavit of posting

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14 **MINUTES**

15 Minutes for April 5, 2012 – Moved by Supervisor Myers and second by Supervisor Goetz to approve the
16 minutes of April 5, 2012. Motion carried.

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18 **ELECTION OF COMMITTEE CHAIRPERSON**

19 County Board Chair Herb Tennes was nominated as Committee Chairperson. A motion was made and a
20 second presented for Herb Tennes to take over the responsibilities of the Radio Communications System
21 Committee Chair. Vote was unanimous and carried.

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23 **UPDATE OF RADIO SYSTEM BY JOHN SCHRADER**

24 John Schrader gave a PowerPoint presentation reviewing the Radio Project. His review gave charts
25 showing the call per agency in a 1-month time. It was noted average PTT's were 8-10,000 per day. The
26 number of regular users showed 500 people were on the system, on average at any given week day either
27 by logging in, talking or monitoring. Another chart showed the peak usage times and the chart showing
28 queuing or busy signals was blank as there has never been a time when a person could not get through due
29 to an overloaded system.

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31 **UPDATE ON PROJECT – HARRIS CORPORATION AND RCC**

32 Brian Blacketer reviewed the existing issues.

- 33 • Cross talk – 10 out of 10,000 PTT's or .001% of calls are affected per day.
 - 34 ○ M7100 Mobile Radios – Updated code being tested with Sheriff's Office and Germantown
 - 35 units.
 - 36 ○ P5400 Portable Radios – Updated code expected within the next 2 weeks.
- 37 • Field Software Validation
 - 38 ○ Ensure no new issues introduced and using a limited size of initial test group
 - 39 ○ Correct original issue and as testing progresses, increase the test group sample. Once sample
 - 40 testing is done, there will be a system wide update.
- 41 • Next Initiatives
 - 42 ○ Software Validation
 - 43 ○ Update Units in Field
 - 44 ○ Project Closure Plan

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46 It was clarified that Cross talk in was not the problem in Jackson. In Jackson there were four antennas with
47 combiners. The combiners must be balanced with each other to get clear coverage. They reset the balance
48 of these four antennas and this corrected the problem of lost or dropped calls.

1 Hartford representative stated they have been having trouble with Dispatch calls to mobile radios. This
2 problem was discussed with Gen. Comm. but has not been rectified. Harris Corp. will look at the problem.
3 A timeframe for the above processes was requested. It was estimated validation will take 2 weeks; initial
4 code testing will take 2 weeks and larger sampling with take 2 weeks. Reprogramming should begin in 6
5 weeks.

6
7 David Gelyana from RCC stated they have been monitoring Harris Corp. activities, participating in bi-
8 weekly phone calls and doing follow up. Mr. Gelyana stated he was pleased at where the project is at this
9 time.

10
11 The Sheriff asked what would be the next step for Harris Corp. They stated they would do the software
12 coding, testing and present final documentation package. They anticipate getting the completed
13 documentation to the County by the end of August. They should complete reprogramming the units by the
14 end of July.

15
16 There was some discussion on getting feedback from the municipalities on how their users feel the system
17 is working. It was suggested the County send a letter to all municipalities participating in the radio
18 program asking them to state approval of the radio system. If not, they will be asked to tell in detail the
19 problem(s) they are encountering, whether this problem occurred one, intermittent or on a regular basis.
20 They will also be asked if they completed a problem or incident sheet and submitted it to John Schrader in
21 the past. These letters were then to be signed by appropriate person in the municipality and returned to the
22 County Attorney. The County Attorney will forward the letters to RCC for their review.

23
24 It was suggested the letter have a deadline date when the completed and signed letter needs to be in the
25 County Attorney's office. It was agreed the municipalities should be given 3 weeks after mailing date in
26 which to complete and sign the letter and mail it back to the County Attorney.

27 28 **BUDGET STATUS**

29 The Sheriff distributed an Analysis of Radio Project Funds Available as of 6/18/2012 from Paul Labonte,
30 County Finance Department. He reviewed the figures line by line with the committee. The bottom line for
31 the fund balance is \$1,761,957.98.

32
33 The Sheriff next distributed his detailed Radio Project Budget, which did not show interest earned nor
34 taxes. He reviewed the areas that were recently agreed upon by the Committee. The bottom line for the
35 fund balance is \$2,030,872.31 before interest, taxes and some additional expenditures already considered
36 by Paul Labonte's version.

37 38 **RADIO PROJECT FUNDS – DISCUSSION**

39 Although there are unspent funds, the County Attorney clarified that these funds were slated for the initial
40 contract with Harris Corporation and not to future enhancements. She stated the committee's funds were
41 made up of borrowed money and tax money and interest earned. The borrowed money needed to be spent
42 first (which it has), then the interest and lastly the sales tax money is spent. Excess sales tax money must
43 go back into the General Fund. To access these funds after the contract is fulfilled, the Radio Committee
44 must put in a Recommendation to the Finance Committee and Executive Committee.

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46 It was suggested the Committee recommend hiring an outside consulting firm to assess the current radio
47 program. This company would review the system in all municipalities to scientifically determine if
48 additional features would better enhance any low level coverage areas.

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1 It was stated the system is meeting industry standards and will be reviewed again once the new coding is
2 completed and tested. The 95% coverage in the contract means that 95% of the time radios should be
3 working at industry standards. Testing on a grid platform shows the radio system is at 97%.

4
5 It was noted there are still areas where coverage is not consistent, and may fall into the 2-3% of lower
6 reception, but still within contract specs.

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8 It was stressed this information needs to be detailed in the letters from the municipalities so it may be
9 determined if this is a contract issue or an enhancement issue for upgrade. Again it was stressed that
10 while we are waiting for the letters to be sent to municipalities and return of the letters to the County
11 Attorney, this Committee should write up their recommendations and submit them to the Finance
12 Committee as the Capital Plans are due in the next several weeks for 2013.

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14 A final note on the letters returned from the municipalities – these letters will be matched with prior tickets
15 for issues to see if these are ongoing, new or resolved in a prior update. These will be given to and
16 discussed with RCC. RCC will then review against the contract and determine if these issues are part of
17 the original contract or if they should be considered enhancements or upgrades for a new contract.

18
19 It was clarified that although the County purchased the radios and equipment for the municipalities, the
20 municipalities signed MOU's taking ownership of the equipment and responsibility for repair and/or
21 replacement when needed.

22
23 Updates to the radio system requested by a municipality that is beyond the scope of the original contract,
24 where additional radios and equipment are to be added, must be requested by the Radio Committee User's
25 group. This group will review the request to be sure it will be compatible with the existing system and not
26 deter performance in any way. If it is acceptable, the municipality will be notified and that municipality
27 will take on the expense of the upgrade and equipment.

28 29 **RADIO COMMITTEE STATUS – DISCUSSION**

30 The Radio Committee will continue to meet through this contract process. After that it will again meet to
31 discuss the answer(s) to recommendations made to the Finance and/or Executive Committees for upgrades
32 to the system to cover necessary radio issues in those areas where reception is either severely intermittent
33 or almost non-existent.

34 35 **NEXT MEETING DATE**

36 The next meeting date will be determined after the letters from municipalities have been received and
37 reviewed by RCC, The County Attorney and staff. Chairman Tennies will inform the Executive
38 Committee on the status.

39 40 **ADJOURNMENT**

41 Moved by Supervisor Gundrum, second by Supervisor Myers to adjourn at 11:26 a.m. Motion carried.
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44 Dale K. Schmidt
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