

UNAPPROVED MINUTES

Joint Meeting Clark County

Law Enforcement/Emergency Management Committee and Finance Committee

The meeting was held on February 16, 2016 in the County Board Room (Room 501) at the Clark County Courthouse in Neillsville.

Finance Chairman Rueth called the meeting to order at 1:00 PM.

Roll Call

Finance Members Present: Roll call taken with the following members present: Wayne Hendrickson, Marcia Hochhalter, Mark Renderman, and Chuck Rueth.

Law Enforcement/Emergency Management Members Present: Roll call taken with the following members present: Doris Bakker, Gordon Haselow, Scott Jalling, and Dale Mitte.

Finance Members Absent: None.

Law Enforcement/Emergency Management Members Absent: Frieda Rollins.

Attendance

Others in attendance some time during the meeting were as follows: Abbotsford City Counsel President/Assistant Ambulance Chief Voss, Abbotsford Emergency Medical Services (EMS) Chief Nixdorf, Chief Deputy Hirsch, Clark County Economic Development Corporation (CCEDC) Representative Nyberg, Comptroller Domaszek, Clark County Press Representative Schmidt, Colby/Abbotsford Police Chief Bauer, Corporation Counsel Brunette, County Board Member Schindler, County Board Member Waichulis, Emergency Management Director Ross, Granton Village President Gorst, Greenwood Police Chief Bock, Highway Patrol Superintendent/Operations Manager Buchholz, Loyal Mayor Williams, Loyal Police Chief Kubista, Motorola Solutions Representative Burton, Motorola Solutions Representative Guenin, Motorola Solutions Representative Lembke, Neillsville Mayor Mabie, Neillsville Police Chief Klueckmann, Northway Communications Representative Pagenkopf, Northway Communications Representative Schwede, Owen Community Development Corporation (OCDC) Representative Swiggum, Owen Mayor Nelson, Owen Police Chief Schade, PSC Alliance Representative Pott, PSC Alliance Representative Jeff Nelson, Thorp City Administrator Reeg, Thorp City Council Representative Smriga, Thorp Police Chief Verges, Tribune-Record-Gleaner (TRG) Representative Leser, and Withee Village President Lindgren.

Communications System Project

Emergency Management Director Ross informed the committees and other attendees on the Communications System highlighting the following areas:

- Current Communication System
 - Three (3) sites for law enforcement channel
 - Owen
 - Greenwood
 - Neillsville
 - Seven (7) sites for local government, Fire and Emergency Medical Services (EMS) channel; Law Enforcement can switch to use this channel as well.
 - Thorp
 - Owen
 - Colby
 - Greenwood
 - Granton
 - Neillsville
 - Hatfield
 - One (1) site for Highway Department channel
 - Southwest of Loyal
- New proposed system
 - All sites transmit simultaneously in this configuration
 - Eight (8) sites
 - Four (4) county-wide analog channels
 - Law Enforcement
 - Fire Department/Emergency Medical Services
 - Highway Department
 - Overflow/Incident-specific
 - Factors considered throughout process
 - Coverage area for radios
 - How far communication would travel
 - Capacity-maximum use
 - Complexity of operation
 - Interoperability/capability
 - Cost associated with system
 - Goal will be to coordinate with all departments so programming expenses are minimized
 - Designed to serve all users of the system

Emergency Management then discussed the summary of events regarding the process of the communications system project as follows:

- **December 2011:** Elert & Associates is contracted to complete a study of the current systems and make recommendations for solutions.
- **August 2012:** Elert & Associates Report is completed.
- **January 2013:** Elert & Associates Report is presented to Law Enforcement/Emergency Management Committee
- **February 2013:** Elert & Associates Report is presented to Law Enforcement/Emergency Management and Finance committees
- **February 2013:** Law Enforcement/Emergency Management committee authorizes a sub-committee to look into the unanswered questions arising from the Elert & Associates report.
- **March-August 2013:** The Communications sub-committee holds 5 meetings to discuss issues and possible solutions. The group is made up of representation from County Board along with Emergency Services providers from the county. The sub-committee recommends to the Law Enforcement/Emergency Management committee that a new independent study be done to assess current system and recommend solutions to upgrade communications.
- **November 2013:** The Law Enforcement/Emergency Management committee awards the bid to PSC Alliance to conduct an assessment and make recommendations for system upgrades.
- **November 2013:** Emergency Management director presents to County Board of Supervisors regarding system and concerns.
- **December 2013:** PSC Alliance begins work on the study.
- **January 2014:** PSC Alliance attends Clark County Emergency Services Association (CCESA) meeting to discuss issues and concerns. Updates on the Communications Study and Project are provided at the Emergency Services Association meetings.
- **February 2014:** Start date of April 1, 2014 is identified for the Sheriff channel to go to digital operation per Sheriff Herrick. Email is sent to Police Chiefs regarding the conversion to digital operation.
- **April 2014:** Digital conversion of the Sheriff channel is implemented.
- **May 2014:** The PSC Alliance draft report is presented to a joint meeting of the Executive, Finance and Law Enforcement/Emergency Management Committees.
- **June 2014:** The PSC Alliance report is presented to the Clark County Board of Supervisors.
- **July 2014:** Invitation letter sent to Emergency Services providers serving Clark County to attend County Board meeting to discuss project. Clark County Board of Supervisors passes Resolution 27-7-14.
- **November 2014:** Emergency Manager Director Ross presents update on project to County Board of Supervisors.
- **November 2014:** Bid is awarded for first eight (8) vehicular repeater units to be purchased. The funds for these came from loan proceeds and were not included in the Communications System Project budget.
- **December 2014:** Emergency Management Director presents update on timeline for project to County Board of Supervisors.

- **December 2014:** County Board of Supervisors passes Resolution to authorize funding for the Public Safety Communications Project.
- **February 2015-Present:** Emergency Management Director provides monthly reports to both the Finance committee and Law Enforcement/Emergency Management committee regarding the project.
- **March 2015:** Vehicular repeater installations begin.
- **August 2015:** Law Enforcement/Emergency Management committee approves 14 addition vehicular repeaters to be purchased with the funds identified in the Communications System Project budget.
- **September 2015:** Request for Proposals is released for E-911 system answering equipment and call delivery services.
- **November 2015:** Law Enforcement/Emergency Management committee awards bid for E-911 system answering equipment. Call delivery services are not awarded.
- **January 2016:** E-911 contract signed with vendor. Planning for implementation of new equipment begins.
- **February 2016:** Work continues of all aspects of the project including site acquisition for tower space as well as E-911 system.

Emergency Management Director Ross, PSC Alliance Representative Pott, and PSC Alliance Representative Jeff Nelson led the discussion on inquiries and concerns about the Communications Project highlighting the following areas:

- Digital vs. Analog- What is the best move for the County?
 - Fire/Emergency Medical Services (EMS) does not have the capability to go digital at this time; therefore, Clark County will still need to have an analog channel to page Fire/Emergency Medical Services (EMS)
 - Future plans for radio communications is leaning towards digital, but there is no set date and time in the future.
 - Simulcast channels will eliminate steps involved to page each department separately.
 - With digital channel, the end of range will drop signal completely
 - With analog channel, the end of range is easier identifiable
 - Digital has the benefit of carrying farther coverage, but if no service already in analog, might not have capability in digital
- Pricing/difficulties on adding two (2) more digital channels
- Pricing on keeping one (1) digital channel with three (3) analog channels
- Use of life of Simulcast/Infrastructure of new communications system
- Advisement that purchases of new equipment allow for migration without needing to be completely replaced
- Planning for future migration to digital operation
- Scheduling future meetings to discuss the status of the project and updates regarding costs associated with keeping the law enforcement channel operating in digital mode.

1:48 PM, Corporation Counsel Brunette left the meeting.

At 2:51 PM, Clark County Press Representative Schmidt left the meeting.

At 3:05 PM, all attendees left the meeting except for Chief Deputy Hirsch, Comptroller Domaszek, Administrative Assistant/Supervisor Mnichowicz, County Board Member Schindler, County Board Member Waichulis, Law Enforcement/Emergency Management committee members, and Finance committee members.

At 3:17 PM, Corporation Counsel Brunette joined the meeting.

At 3:18 PM, Corporation Counsel Brunette left the meeting.

At 3:22 PM, Corporation Counsel Brunette joined the meeting.

At 3:31 PM, Corporation Counsel Brunette left the meeting.

Emergency Medical Dispatch (EMD)

Chairman Jalling and Emergency Management Director Ross discussed implementing the Emergency Medical Dispatch (EMD) within Clark County.

Motion by Chuck Rueth, seconded by Gordon Haselow to send the amended budget for Emergency Management to the full county board and allocate the amount needed for Emergency Medical Dispatch (EMD) to the Emergency Management budget from the general fund. Roll call vote for the Law Enforcement/Finance committee with all "aye". Roll call vote for the Finance committee with all "aye"; motion carried.

Meeting Date(s) and Time(s)

A joint meeting between the Law Enforcement/Emergency Management and Finance committees is scheduled for May 17, 2016 at 1:00 PM in the County Board Room (Room 501) at the Clark County Courthouse in Neillsville.

Public Comment

Nothing at this time.

Adjournment

Motion by Doris Bakker, seconded by Dale Mitte to adjourn the Law Enforcement/Emergency Management committee portion of the meeting. Voice vote taken with all "aye"; motion carried. Motion by Marcia Hochhalter, seconded by Wayne Hendrickson to adjourn the Finance committee portion of the meeting. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 3:33 PM.

*Submitted by:
Heidi M. Mnichowicz
Administrative Assistant/Supervisor
Clark County Sheriff's Office*