

I. BACKGROUND

The Interoperability Council (IC) was codified in Wis. Stats. §15.107 (18) and §16.9645.

II. DESCRIPTION

This IC Charter describes the authority, purpose, responsibilities, vision and mission statements, membership rules and requirements, operating principles, decision-making procedures and logistical considerations that will govern the IC's activities.

III. AUTHORITY

- A. The authority for the creation and operation of the IC is Wis. Stats. §15.107 (18) and §16.9645.
- B. The Wisconsin IC will function under the guidance and oversight of the Office of the Governor as well as State Statute.
- C. The IC will provide guidance for the interoperable communications throughout the State of Wisconsin.
- D. The Wisconsin Statewide Interoperability Coordinator (SWIC) may advise and consult with the IC regarding the performance of the IC's responsibilities.

IV. PURPOSE

The primary purpose of the IC is to ensure the efficient and effective management of public safety interoperable communications in Wisconsin.

V. RESPONSIBILITIES

Per Wis. Stats. §15.107 (18) and §16.9645 the IC will:

- A. Identify types of agencies and entities, including public works and transportation agencies, hospitals, and volunteer emergency services agencies to be included, in addition to public safety agencies in a statewide public safety interoperable communications system.
- B. Recommend short-term and long-term goals to achieve a statewide public safety interoperable communications system.
- C. Recommend and periodically review a strategy and timeline for achieving the short-term and long-term goals to achieve a statewide public safety interoperable communications system, including objectives for local units of government.

- D. Assist the Department of Justice in identifying and obtaining funding to implement a statewide public safety interoperable communication system.
- E. Advise the Department of Justice and the Department of Military Affairs on allocating funds, including those available for Homeland Security, for the purpose of achieving the short-term and long-term goals for achieving a statewide public safety interoperable communications system.
- F. Make recommendations to the Department of Justice on all of the following:
 - 1. Technical and operational standards for public safety interoperable communications systems.
 - 2. Guidelines and procedures for using public safety interoperable communications systems.
 - 3. Minimum standards for public safety interoperable communications systems, facilities, and equipment used by dispatch centers.
 - 4. Certification criteria for persons who operate public safety interoperable communications systems for dispatch centers.
- G. Act as Wisconsin's coordinator for the nationwide Public Safety Wireless Broadband Project (PSWB) and serve as the point of contact for consultation with FirstNet.
- H. Inventory statewide best practices in developing these policies, procedures, and protocols for communications interoperability and incorporate such practices into existing regional interoperability agreements.
- I. Develop a long-term, viable plan for the continued development and ongoing operation and maintenance of the public safety radio system.
- J. Engage all public safety stakeholders in the development of Statewide Communications Interoperability Plan (SCIP).
- K. Leverage the experiences, expertise, and insight of key individuals internal and external to State and local government.

VI. VISION STATEMENT

The vision of the Wisconsin Interoperability Council is to achieve and advance seamless statewide public safety interoperable communications through support and participation of Federal, State, tribal, local, public and private organizations.

VII. MISSION STATEMENT

The mission of the Wisconsin Interoperability Council is to promote and achieve interoperable communications through the development and implementation of standards and best practices, conducting ongoing training and exercising, supporting existing technology, exploring and

adapting new technologies, pursuing and securing adequate funding, while integrating all disciplines and jurisdictions.

VIII. MEMBERSHIP RULES AND REQUIREMENTS

- A. There is created an Interoperability Council, attached to the Department of Administration under Wis. Stats. §15.03
 - 1. The IC shall consist of fifteen (15) members as designated in Statute.
- B. The IC shall consist of at least the following representatives, or their designees:
 - 1. Attorney General
 - 2. Adjutant General
 - 3. Secretary of Natural Resources
 - 4. Secretary of Transportation
 - 5. A representative from the Department of Administration with knowledge of information technology
- C. The IC shall consist of the following members appointed by the Governor for staggered 4-year terms:
 - 1. A Chief of Police
 - 2. A Sheriff
 - 3. A Chief of a Fire Department
 - 4. A Director of Emergency Medical Services
 - 5. A local government elected official
 - 6. A Local Emergency Management Director
 - 7. A representative of a federally recognized American Indian Tribe or band in this state
 - 8. A Hospital representative
 - 9. A local Health Department representative
 - 10. One other person with relevant experience or expertise in interoperable communications

D. The Governor shall designate a member of the council as the chairperson and a member as the vice chairperson

1. Powers and duties of IC chairperson:

- Serve at the appointment of the Governor.
- Preside over all meetings.
- Ensure coordination of IC meetings, including establishing the time and location.
 - Develop and distribute an agenda in advance of meetings.
 - Develop and provide read-ahead material in advance of meetings.

2. Powers and duties of IC vice chairperson:

- Serve at the appointment of the Governor.
- Preside over all meetings in the absence of the Chair.

E. The Department of Justice has a statutory duty to provide staff support to the Interoperability Council

F. To ensure greater success, all IC members will be expected to:

1. Prepare for and attend scheduled meetings.
2. Engage in open and honest communications.
3. Provide an accurate representation of their respective agencies/disciplines.
4. Support consensus decisions and seek endorsement from their respective agencies/disciplines.

IX. OPERATING PRINCIPLES

A. The IC's Operating Principles are contained in the IC by-laws.

B. All meetings shall be conducted in accordance with provisions and requirements of all laws and regulations of the State of Wisconsin and all IC by-laws.

C. The by-laws also stipulate that each IC member should:

1. Consider the unique needs of public safety first responders throughout the state of Wisconsin.

- Recognize and respect stakeholder concerns.
 - Address those concerns that could negatively impact Wisconsin's communications interoperability capabilities.
2. Think inter-disciplinary.
 3. Use a phased approach.
 - Do not attempt to solve all the problems at once.
 4. Ensure all strategic initiatives support established future goals and strategies.
 5. Identify issues within the IC's control and apply resources to address those matters.
 - Do not focus on areas that are not within the IC's control.
 6. Ensure strategies, system designs and spending plans are coordinated with the overall statewide interoperability goals and objectives.
 7. Seek to balance infrastructure and subscriber needs.
 8. Exercise the IC's responsibility for managing communications interoperability, making sure it does not rest on any single individual, agency, or technology.
 9. Promote a collaborative approach in dealing with issues.
 10. Ensure alignment with other interoperability systems.
 11. Ensure the issue of communications interoperability is brought to the attention of elected officials, particularly as administrations change.
 12. Focus on achieving voice and data interoperability solutions across disparate systems.
 13. Incorporate security concerns when planning future communications solutions.

X. DECISION-MAKING PROCEDURES

- A. The presence of a simple majority of voting members shall constitute a quorum. If a quorum is not present, the IC may not act on any matter.
- B. A simple majority is required for approval of IC actions, except as specified below.
- C. A two-thirds majority vote is required for approval of new Charter amendments.

XI. TERMINATION

This Charter may be modified by resolutions approving such action adopted by a 2/3 vote of members present and voting at a regularly scheduled IC meeting. No resolution providing for modification or termination of the Charter shall be voted upon unless all members have been sent 60 days' written notice that such a resolution will come before the IC.

This Charter has been adopted by the Wisconsin Interoperability Council.

Adopted:

Published: