



FoxComm Executive Committee Minutes June 29, 2009

Present: Brian Leonhardt, Tom Pynaker, Patty Francour, Howard Mezera, Jerry Pagel, Paul Hirte, Roger Price, Brad Gehring, Karen Carlson, Barb Bocik

1. The meeting was called to order at 4:08 PM.
2. Approve Agenda: Patty Francour/Tom Pynaker moved approval of the June 29, 2009 agenda. Motion passed unanimously.
3. Approval of Minutes from April 28, 2009 Meeting: Tom Pynaker/Patty Francour moved approval of the minutes from the April 28, 2009 meeting. Motion passed unanimously.
4. 2010 Operating and CIP Budget Discussion

Discussion was held regarding the 2010 Operating and CIP budgets. These budgets were revised by Karen Carlson after the Fiscal Advisory Board and Executive Committee discussed a zero dollar increase.

Karen reviewed the 2010 operating budget line item by line item and explained the HP and Motorola charges. Additional discussion was held regarding a vendor that provided tandem hardware and software support.

Regarding personal salaries, these are now at a 0% increase. Karen did note that the fringe benefits went up for the Application Technical Coordinator and decreased for the Executive Coordinator and that the vehicle/mileage reimbursements changed.

Karen further advised that professional services were at 40 hours, but this was reduced to 20 hours and that the Voice/Data radio consultant amount could vary depending upon chosen vendor.

The committee was advised that there are potential revenue sources of \$9,500 in anticipated 2009 carry-over and informed that the router maintenance dollars would not have to be spent if new routers were in place by October. Karen reported that the other potential revenue source could come from stimulus grants.

Discussion was held regarding the \$2,500 in training charges and Tom Pynaker felt the number is manageable. Chairman Leonhardt stated that since FoxComm is moving in a new direction, training is necessary.

The committee discussed the consultant and what the obligations for the consultant would be as well as the amount paid for those services. Brad Gehring asked that the Executive Committee considering lowering the expenditure down to \$50,000 to reflect a \$27,000 savings. The committee further discussed how to lower the consultant fee by having Karen Carlson complete some of the duties and possibly do the grant writing. Karen discussed that she would be involved in writing the grant, doing the civil review, the validation point and putting out the RFP. Karen further advised the committee that we did to a competitive RFP already. The

FoxComm Executive Committee Minutes

June 29, 2009

Page 2 of 3

committee discussed the fact that Winnebago County has already paid Motorola \$25,000 up front to do provocation studies and the complete design for their county and perhaps credit would be given for that. Discussion was held regarding putting numbers into the budget based on what the committee feels will happen next year as well as adding grant funding into the budget because even a zero dollar budget increase will mean additional funding from the remaining counties as Brown County has left FoxComm.

The driving force is the mandate that all local government VHF and UHF be narrow banded by the end of 2012.

The committee has looked at the operational needs of the system and addressed how to have a system that meets the mandate as well as the day to day operations of the user agencies. Federal requirements do not allow systems that are proprietary. The committee further discussed that it wouldn't cost as much money to simply meet the mandate and not exceed it, but some members felt that that option would be a crippled and obsolete system.

As the infrastructure would cost approximately \$22-\$24 million, discussion was held regarding the competitiveness of the bidding as well as additional options such as seeking additional bids and merging the information gathered into one RFP. Karen advised the committee that the \$77,000 proposal was unsolicited and that we do have other counties RFPs.

The Committee discussed the mandated Voice/Data Radio Consultant. This is placed in Karen's excel spreadsheet at \$50,000. The committee discussed that if we put it in at \$50,000 and don't do this as a consortium, then each county will have to do this individually because of the mandate. Tom stated we should leave the \$50,000 in and discuss this with our own boards. Further discussion was held regarding the need to apply for grant funding.

A memorandum by Patrick Glynn was handed out which discussed the Application Technical Coordinator position. Karen still feels the position is justified as the Application Technical Coordinator provides many valuable services now and will provide more in the future. With more complex networking, IT networking and additional projects, this position increases in value to FoxComm. Karen stated that if this position were not filled, all of these duties would fall back on the Executive Coordinator and reminded the committee that this was a position FoxComm fought hard to get two years ago.

Motion: Tom Pynaker/Patty Francour moved to bring the fiscal budget forward. Motion passed unanimously.

Capital Improvement Projects

Chairman Leonhardt discussed the need for the Capital Improvement Project budget to be unanimous in all counties.

Howard Mezera stated that looking at original budget in 2011-12, there are some major hits to everyone so the budget was spread out over three years. Discussion was held regarding if this

FoxComm Executive Committee Minutes

June 29, 2009

Page 3 of 3

was necessary to push out three years. The committee discussed budgeting the items in the year the expenditures will occur. Karen advised the committee that some of these items are mandated and that the High Performance Data Transmitters are already at their end of life and there are no replacement parts available.

Karen provided a revised excel worksheet which showed no capital improvements in 2010 and instead moved them into 2011-12. The CAD will be moved to 2011 and the mobile moved to 2012. However, \$162,000 for Premier One Mobile Hardware & Improvements as well as the \$617,777 for Premier One CAD would be needed in 2011. Karen advised that some of this may be available through Oneida grants.

Motion: Tom Pynaker/Patty Francour moved to adopt at CIP with no investment in 2010. Motion passed unanimously.

Adjourn: Tom Pynaker/Patty Francour moved to adjourn the meeting. Motion passed unanimously.

The meeting adjourned at 6:20 PM.

Respectfully submitted,

Barb Bocik
Executive Administrative Assistant
Outagamie County Executive's Office