



**State of Wisconsin  
Homeland Security Council**

SCOTT WALKER  
Governor

MAJ GEN DONALD P. DUNBAR  
Homeland Security Advisor

Department of Military Affairs  
2400 Wright Street  
Madison, WI 53704

608.242.3075

**AMENDED Open Session Meeting Minutes**

Department of Military Affairs  
2400 Wright Street, Classroom 230  
Madison, WI

Wednesday, September 17, 2014  
10:12 AM – 10:50 AM

**Members present:** Chair Major General Donald Dunbar (DMA), David Cagigal (DOA), Chief David Erwin (Capitol Police), Superintendent Stephen Fitzgerald (WSP), Chief Bradley Liggett (Fire Services), Sheriff David Mahoney (Badger Sheriffs Association), Brian Satula (WEM), and David Woodbury (DNR).

**Members absent or excused:** Dr. Henry Anderson (DHS), Susan Buroker (DATCP), David Matthews (DCI), Phil Montgomery (PSC), Chief Steven Riffel (Police Chiefs Association), Bruce Slogoski (APWA- WI), and Ed Wall (DOC).

**Alternates present:** Diane Christen (DHS), Chris DeRemer (DCI Brevet), Daniel Jensen (APWA-WI), Andrew Kell (PSC), Captain Todd Kuschel (Capitol Police), Michael Linsley (DATCP), Steven Wierenga (DOC), and Lieutenant Paul Wolfe (WSP).

**Others present:** Randi Milsap (DMA), Katie Reinfeldt (DMA), Chris Brown (STAC), Ruben Cardenas (STAC), COL Julie Gerety (DMA), Lisa Heitman (US Attorney's Office), Maj Dave Hellekson (DMA), Jay Jurci (DCI), Bob Kelley (USDHS), Lara Kenny (WEM), Shannon Ladwig (WEM), Joseph Lear (FBI), Elizabeth Makowski (US Attorney's Office), BG John McCoy (DMA), Joel McDearmon (DOA), Bill Nash (DOA), Dallas Neville (US Marshall), Ed Rooney (TSA), and Tim Weller (USDHS).

**10:12 AM: Re-convene in open session**

5. **Announcement of closed session discussion and action**

Chair Dunbar recapped closed session, which included agency and working group confidential



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intelligence reports, approving the August 12, 2014, and the August 20, 2014, closed session minutes, and a confidential briefing on Intelligence and Threats.

6. Review and approval of August 20, 2014 open session meeting minutes

A motion was made by Brian Satula and seconded by Superintendent Stephen Fitzgerald to approve the open session meeting minutes, as presented. **Motion carried.**

7. First responder and agency reports

- WSP (Superintendent Stephen Fitzgerald): 1) We have been busy with routine things. 2) We have class of 48 graduating from the Police Academy on December 19, 2014. This will help us fill vacancies. I will defer to Lt. Paul Wolfe to provide an update on MACH.
  - Lieutenant Paul Wolfe: If you recall, MACH was initially briefed at a Council meeting in 2010. Since that time, we have secured funding to proceed with a pilot initiative in conjunction with DNR. Most recently, Vernon County has come online with MACH. Adams County will be coming online shortly. We have 41 agencies and emergency management on board including 13 sheriffs and others. MACH is a GPS tool to identify where resources are located. We can also use it as an incident management tool that plots the incident site. We use this day-to-day at the State Patrol. Feedback from other agencies has been good as this has been a multi-agency effort.
- Capitol Police (Captain Todd Kuschel): 1) We were approached by DOC for a program at the Probation and Parole Office in the Milwaukee area. The Milwaukee office put together a program with four areas of training which included: de-escalation of angry people, office safety, personal safety, and home security. It is about an hour long and is broken into four 15 minute segments. We plan to use this in our state building briefings. DWD has asked for it and we will offer it to other agencies. 2) We are working on a program about the Incident Command System (ICS) entitled “So, now you are in charge”. It is a 4 hour program that is not just for law enforcement but for everybody. We look at real life with an ICS event. We recently received a call from MATC and they



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will be putting on a 2 week supervisor course for law enforcement with 2 days dedicated to incident command. Also included in this training will be principals on planning leadership and rapid needs assessment. 3) Lastly, we are working with DNR on building assessments as well as with DOC for facilities in the Milwaukee area. The Capitol Police and DOA Administration are discussing the need for a standardized assessment process in the future. We are looking at developing a scored matrix with benchmarks and assessing buildings on a 6 year cycle. We are not there yet but are talking about it. We have started working on matrix but need to plug more information into it.

- DOA (Joel McDearmon): We are in the process of drafting a singular baseline for all agencies. Each agency can put in its own customization. Many facilities have multiple tenants so we need a similar standard for all.
- DHS (Dr. Henry Anderson): Nothing to report.
- DNR (David Woodbury): We just finished the assessments on our facilities two weeks ago so I hope the new assessment process does not change too much. We have over 200 facilities and we used a general checklist for the assessments. Twenty-three of our facilities involved a walk through with Capitol Police and Tim Weller from USDHS. The outcome and recommendations will change the culture for some people at DNR. It is a different world now.
- WEM (Brian Satula): We have a lot of moving parts going on at WEM. 1) The Law Enforcement Credentialing Committee got together and is moving forward. A lot of work had been done prior to the first meeting. The teams are all identified and we are focusing on the basic law enforcement officer and what type of equipment, training, and resources are needed. This is a great start. With the WI Credentialing Asset Management System (WICAMS), there has been a software upgrade on the platform. There are currently 5100 personnel in the system, 800 fire departments, 95 law enforcement agencies, 60 public works departments, 35 cities and counties, 10 health care organizations, and 15 volunteer organizations. We are also developing an additional qualifications catalog that will include all the ones recognized by FEMA.



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- DCI (Chris DeRemer): Nothing to report.
- DATCP Michael Linsley): Nothing to report.
- DOA (David Cagigal): I have two items, 1) Security Awareness Training. The August 2014 status report is in each member's packets. The majority of executive branch agencies are engaged and either conducting or planning to conduct training. The cyber security awareness training is making slow progress with 23% in compliance. We hope to have all state employees, except UW, complete it by the end of 2014. We are hoping for 100%. We are focusing on DOC because it is hard to get it in front of all the guards.
  - DOA (Bill Nash): The Dept. of Corrections has made great strides and is progressing.
- DOA (David Cagigal): This training takes 40 minutes out of the whole year. You must answer questions at the end of each module. The cost is \$1.75 per employee. You can launch this training and then multi-task but I don't advise it. You do not have to do all the modules consecutively; you can couple a few modules at a time. Please listen to the content. The state of South Carolina had all the defenses but it was one click that exposed them. If one bad actor has hijacked legitimate credentials, our defenses mean nothing. 2) We continue to grow our talent. The first session of the Certified Penetration Testing Engineer course will be held on September 22- 26, 2014. We are hoping to develop, recruit, and retain our cyber professionals. On a side note, we have signed a contract with IBM to help us to monitor the state network.
- Chiefs of Police Association: No representative present.
- Badger Sheriffs Association (Sheriff David Mahoney): I will be in Washington D.C. tomorrow. The sheriffs and police chiefs are quite concerned where the 1033 Program may be moving with some of the tensions and spotlight placed on it. We are concerned about a potential new direction for the 1033 Program. There are ways to tighten up the Program while continuing to ensure that law enforcement has the ability to utilize the equipment.



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- Fire Services (Chief Bradley Liggett): Last year, the Gordon Fire Department was burned to the ground and they lost all their equipment. Through donations they have been able to reconstitute. Operations will be resuming soon as they move into a new station with a new fire engine. 2) The MABAS Conference in August was very successful, well attended, and got good reviews. 3) Wisconsin Taskforce 1 has recruitment underway. They are looking at expanding the number of team members to increase the team size. They are also recruiting a medical director for the Taskforce.
- Public Service Commission (Andrew Kell): Nothing to report.
- DOC (Steven Wierenga): 1) We have been working with WEM due to the recent flooding in Hayward. DOC was able to assemble a strike team for sandbagging efforts. We are looking to improve the process for requesting DOC resources for response and mitigation activities. We are partnering with WEM to make it a one-stop shop and single call for these situations. 2) Last week, we had three days of training at Fort McCoy. We focused on mobilization for multiple operation periods, transfer of command, and demonization. Next year we really want to focus on interoperability with multiple agency partners. If any agencies want to join in, let us know
  - DMA (Col Julie Gerety): Is this an annual event?
  - DOC (Steven Wierenga): Yes. We invited the 54<sup>th</sup> CST but they could not come.
- APWA-WI (Daniel Jensen): Nothing to report.

8. Working Group Reports

- Joint Services Working Group (Brig Gen John McCoy): 1) The 54<sup>th</sup> CST had a training evaluation. The CST did an outstanding job. This team is led by Lt Col Dave May. The good news is that it was validated by an outside agency and this received some good media play last week. 2) The Toronto Great Lakes Conference was postponed due to lack of funding. 3) As some good news, last Saturday night Sheriff Dave Mahoney welcomed



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World War II and Korean War vets who were returning from DC on the Badger Honor Flight.

- Badger Sheriffs Association (Sheriff David Mahoney): There was a steak and lobster dinner at the Eagles Club for the Badger Honor Flight veterans I cannot think of a better cause
  - CI/KR Working Group (Brian Satula): Nothing to report.
  - Cyber-Security Working Group (David Cagigal): Nothing to report.
  - Comprehensive Response Working Group [formerly Inter-Agency Working Group] (Brian Satula): We just had our quarterly meeting on September 11, 2014. We are working on 27 of the 31 core capabilities of the National Preparedness Goal plus some other functional requirements learned through Central US Earthquake Consortium (CUSIC) exercise and planning. We are working on functional requirements that will be necessary in the first 72 hours of a catastrophic incident. It was like herding cats to get all the agencies to the proper locations but the organization is getting better now. We all get together quarterly but the 10 subgroups meet in between the working group meetings.
    - Chair Dunbar: As a note for the good of the order, Brian was recently named the Co-Chair for the International EMAC organization and is a Regional Chair for NEMA. I appreciate you taking that on in addition to your regular duties. This is national recognition.
  - Information Sharing Working Group (Chris DeRemer): Nothing to report.
9. Update on the 2014 Annual Report on Wisconsin Homeland Security.
- Chair Dunbar: The 2014 Annual Report on Wisconsin's Homeland Security is coming due. This will be organized and brought together by CPT Krista Schuster. Please introduce yourself and share what you are looking for.



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- DMA (CPT Krista Schuster): Hello. It's that time of year again. The federal fiscal year is coming to end and Governor Walker's first term is coming to an end. I will be sending out emails to you with last year's Annual Report information for your specific agencies.
- DMA (Randi Milsap): I have last year's Annual Reports here for you in hard copy. We have split it up electronically and will send out just your department's information for you to update.
- Chair Dunbar: We want this by the end of October, so this is an opportunity to tell your story and brag a bit. We will combine this all for you. If we could get a draft of your comments by the 15<sup>th</sup> of October that would be much appreciated. Further, a new Homeland Security Strategy will be planned hopefully for the end of April. It will include and refine things, especially cyber, which has grown in the past four years.

10. Other business.

- Chair Dunbar: As a reminder, there will not be an October Council next meeting. In lieu of the meeting, I encourage you to attend the Cyber Summit at Marquette University on October 8, 2014. We have a great agenda with wonderful speakers including David Cagigal, the FBI, and a representative from Israel. This will be a good day and I encourage you to attend and expand this invitation to other individuals on your team. The cost is \$40.00 which covers the meal, facility, and parking.
- DMA (Mike Henman): We just issued a Press Release for the general public to attend the Summit. We only have 40 seats remaining. We cut down attendance from 400 to 325 this year. It's at Marquette University in the same location and with the same parking as last year.

10. Set date, time, and place of next meeting

The next Council meeting will be held on Wednesday, November 19, 2014 from 9:00 am to 11:00 am at DMA.



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11. Adjournment

A motion was made by David Cagigal and seconded by Brian Satula to adjourn the meeting.

**Motion carried.**

**Meeting adjourned at 10:50 AM.**