



DIVISION OF PUBLIC HEALTH

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To: Ambulance Service Providers, EMS Training Centers and
Ambulance Service Medical Directors

From: Dan Williams, Chief
Paul Wittkamp, Communications Coordinator
Wisconsin Emergency Medical Services Systems Section
Bureau of Local Health Support and EMS

RE: WISPERN (Wisconsin Police Emergency Radio Network)

Chief Tom Czaja, WISPERN Board Chairperson for Wisconsin, has asked that this information be forwarded to all of you.

WISPERN is one of the state-wide, VHF, mutual-aid channels in our state. Although primarily for law enforcement, EMS has authorized access to this channel resource during an emergency. As many of you already have WISPERN programmed into your rig's communications system, you should be aware of some recent changes.

In particular, see Sections G and H under Article IV, Operating Procedures, for updated information regarding the upcoming narrow-band regulations and tone usage.

Below are further comments from Chief Czaja:

"ATTENTION WISPERN AUTHORIZED USERS

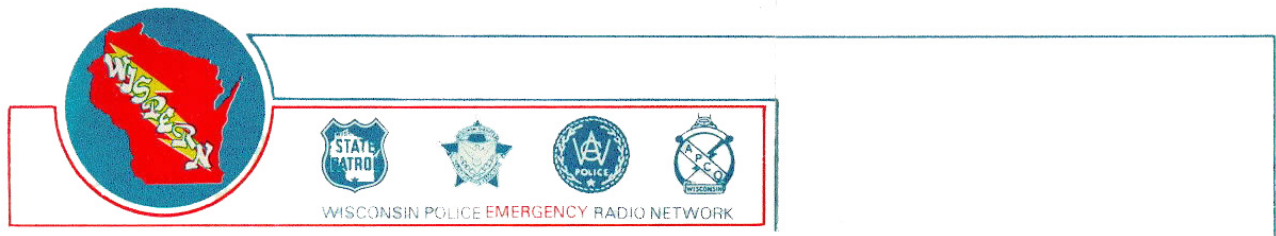
On January 1, 2013, the Federal Communications Commission "Narrow-Band" standards will take effect. What this means is that all existing radio systems operating on frequencies between 150-512 MHz must convert those systems either to 12.5 kHz bandwidth or to a technology that provides one voice path per 12.5 kHz of bandwidth or provides a data rate of 4800 bps/6.25 kHz. More information is available at:

<http://www.apcointl.org/frequency/documents/NarrowbandOrder.html>

At the October 25, 2006 WISPERN Governing Board meeting, the Board unanimously approved a new section to the WISPERN By-Laws recommending that WISPERN users conform to the standards by January 1, 2011 and requiring all users to conform to the standards by January 1, 2013. The following is the addition to the by-laws in Article IV, Section H:

"The WISPERN Governing Board recommends that all radio equipment and transmissions on WISPERN should conform to FCC mandated "Narrow-Band" standards after 01/01/2011. All radio equipment and transmissions on WISPERN using "Wide-Band" standards will cease as of 12/31/2012."

Over the next few weeks, watch for further information regarding EMS communications. You should have received the 2006 Wisconsin EMS Communications Plan, which now has all of the latest mutual aid channel change information and suggested usage and programming plans. You will also see further updates on the MARC2 channel and its usage for coordination for landing zones for air medical transport.



W.I.S.P.E.R.N.

Wisconsin Police Emergency Radio Network

Rules and Regulations

Updated 10/2006

WISCONSIN POLICE EMERGENCY RADIO NETWORK

PREFACE:

It shall be understood that frequency 155.475 MHz has been assigned by the Federal Communications Commission as a nationwide police emergency radio frequency. All regulations, operations and initiated procedures of the Wisconsin portion of this emergency police radio system, hereafter referred to as "WISPERN", are subject to the approval of the WISPERN Governing Board.

Definitions:

F.C.C.	Federal Communications Commission
Board	Governing Board of the Wisconsin Police Emergency Radio Network
Agency	Official police or law enforcement group
WISPERN	Wisconsin Police Emergency Radio Network
B.S.A.	Badger Sheriff's Association
W.S.D.S.A.	Wisconsin Sheriff's and Deputy Sheriff's Association
W.S.P.	Wisconsin State Patrol
A.P.C.O.	Wisconsin Chapter, Association of Public-Safety Communications Officials, Inc.

ARTICLE I: GOVERNING BOARD

Section A. Name and Purpose

1. The Governing Board is hereby created to establish, implement rules and regulate WISPERN.

Section B. Membership

1. The Board shall consist of twelve (12) members. In order to assure statewide representation, the membership should be representative of the State.

The appointing authorities should make every effort to appoint members to the Board who represent the various areas of the State.

2. Membership on this Board shall be appointed by the following appointing authorities:

	<u>Members</u>
a. Wisconsin Chiefs of Police Association.....	3
b. Wisconsin Sheriff's and Deputy Sheriff's Assoc.....	2

c.	Badger Sheriff's Association.....	1
d.	Wisconsin State Patrol.....	3
e.	Wisconsin Chapter, Association of Public-Safety Communications Officials, Inc.....	3
	Total Membership.....	12

3. It is further recommended that appointments be made from members of the communications committees of the above association where practical.

Section C. Term of Appointments

1. Membership on the Board shall be for a term of two (2) years. An attempt will be made to stagger the terms as much as possible.
 - a. All appointments will be made by the appointing authorities for a two-year term as membership expires. All members of the Board shall continue until their successors are appointed.
 - b. Whenever a vacancy (other than routine expiration of a term of appointment) arises on the Board due to resignation, death, or for any other reason, the Secretary/Treasurer will notify, in writing or email, the appointing authority and request that another member be appointed to serve out the remainder of unexpired term.

Section D. Member's Absence

1. All members will make a sincere effort to attend all meetings. Upon continued absence of a member, the Board will contact this individual's appointing agency, advising them of such absences.

Section E. Officers

1. The Board shall elect from its own members one Chairman and one Secretary-Treasurer. In the absence of the Chairman, the Secretary-Treasurer will act in the capacity. Terms of office shall be for two (2) years.

Section E.

2. In the absence of both, a temporary Chairman will be selected by the Board.

Section F. Additional Officers

Through election, the Board is empowered to create and fill from its own membership such additional officers, as it deems advisable for the proper functioning of its activities.

Section G. Nomination and Election of Officers

The nomination and election of officers shall be held at the first meeting of the fiscal year after January 1st. (For this Purpose, the fiscal year shall be January 1 through December 31.)

Section H. Meetings

1. Regular meetings of the Board will be held on the last Wednesday of March and September.
2. Written notice of all regular meetings will be mailed or emailed so as to be received by members at least two weeks prior to the meeting date.
3. Special meetings may be called by the Chairman or upon the written request of the three (3) members of the Board. Notice of special meetings is to be by personal telephone confirmation; or personally acknowledged radio contact or by email, provided notice is given 72 hours prior to the meeting date.

Section I. Duties of Chairman

It shall be the responsibility of the Chairman to call all meetings; set the agenda for the meetings; preside at meetings; appoint subcommittees when and as required; and carry out general chairmanship responsibilities.

Section J. Deputies of Secretary-Treasurer

1. It shall be the responsibility of the Secretary-Treasurer to send members notices of all meetings (regular and special); keep minutes of all such meeting; and send copies of the minutes to the following:
 - a. One copy to each member of the Governing Board.
 - b. One copy to each appointing authority.
 - c. Anyone else designated by the Board.
2. The Secretary-Treasurer shall further maintain any other Board records and attend to the activities of the Board.
3. The Secretary-Treasurer shall keep a record of all money taken in the spent and shall maintain a proper set of financial books.
4. The Secretary-Treasurer shall pay all bills promptly upon their approval by the finance committee.

Section K. Subcommittee Membership

The chairman of the Board may appoint members of the Board to subcommittees for special projects or studies. Subcommittees are

authorized to appoint professional and/or technical personnel to their committees as advisors, as required. These professional and/or technical personnel need not be members of the Board or of the police profession.

Section L.

Quorum

A quorum shall consist of not less than six (6) members of the Board and will be necessary at any meeting where the agenda includes:

- a. Changes in the by-laws.
- b. Changes in policy and/or procedures.
- c. Election of Officers.

ARTICLE II.

NETWORK RULES

Section A.

Eligibility

Necessary requirements for operation of the WISPERN system.

1. Meets license requirements as a police agency.
2. In an instance where appropriateness is questioned, the Board shall decide eligibility.

ARTICLE III.

REQUIREMENT TO OPERATE

Section A.

License

1. Application for admission to WISPERN shall be made on a form as prescribed and provided by the WISPERN Board and must be submitted to the Chairman for possible approval. The forms may be obtained from the State Frequency Coordinator (SFC) by calling 1-608-266-2497 or writing to: State Frequency Coordinator, Department of Transportation, PO Box 7912 Madison, Wisconsin 53707-7912.

The process may be expedited if the applicant discusses the station parameters with the SFC before sending the final application to the Governing Board.

Send the completed application form to the WISPERN Governing Board Chairperson (and a copy to the State Frequency Coordinator) for approval. The addresses and telephone numbers are printed on the form.

2. Any agency, which makes use of WISPERN (federal agencies excepted) must have on file an approved application with the WISPERN Governing Board.

3. The Board may authorize other than Law Enforcement Agencies to operate WISPERN-equipped radios if it is determined to be of direct benefit to law enforcement needs.
4. County Base stations will be authorized.
5. Municipal base stations will be authorized where operational interference is deemed minimal, the operation is consistent with the WISPERN Governing Board guidelines and it is in the best interests of all system users. Each application will be considered on a case-by-case basis and will be coordinated with the counties and State Patrol Districts that may be affected by the operation.
6. Application for all WISPERN base stations will be restricted relative to output power, antenna gain, antenna height and directional characteristics as recommended by the State Frequency Coordinator. All WISPERN base stations will be equipped with a time-out timer. The tone for those that utilize "tone control" must be inaudible. No station will use an automatic or coded station identifier. The station shall be operated with open squelch.
7. The WISPERN Governing Board must authorize all base stations before making application to the Federal Communications Commission (FCC) for station authorization. No station shall operate on the WISPERN frequency without a proper FCC license.
8. The "State Frequency Coordinator" is authorized to approve applications for "County WISPERN Base Stations", then, must report any approvals to the WISPERN Governing Board at the next meeting.

Section B. Termination and Revocation of License

1. Any participant desiring to withdraw from the WISPERN network shall notify the Chairman of the Board.
2. In order to assure the availability of the frequency in times of emergency absolute adherence to these rules and regulations, as herein stated willful or continued misuse of the frequency will result in action by the Board revoking the operating authority of the violating agency.
3. Any authorizations or waivers granted by the Board which are limited to specific periods of time will expire on the time and date stated on the waiver, unless a specific continuance or renewal is granted by the Board.

Section C. Monitoring

Participating agencies maintaining a dispatching facility must monitor the WISPERN frequency at all times when their facility is in operation, unless covered by another local or state agency.

ARTICLE IV. OPERATIONAL PROCEDURE

Section A. Network Discipline

In order to assure the availability of the frequency in times of emergency, strict discipline MUST BE MAINTAINED. This can best be accomplished by uniform operating procedures and by strict adherence to the FCC Rules and to the rules of the WISPERN Governing Board as herein stated or hereafter amended.

Section B. Itinerant Vehicles

Base stations or mobile units of any law enforcement agency participating in the WISPERN frequency shall render a service to itinerant law enforcement vehicles.

Section C. Allowable Communications

Emergency traffic shall have priority over all other communications.

1. Except as provided in Section B of this article, the WISPERN frequency shall be restricted to the coordination of two or more law enforcement agencies whose regular radio systems operate on different frequencies.
2. Flash Messages. A flash message is any WISPERN radio transmission directed to the attention of one or more mobile units or base stations, where no direct acknowledgement is anticipated, but where it is anticipated that the information will be received by those to whom it is directed. Message content must conform to established APCO broadcasting criteria.
3. Systems operation testing.

Section D. Use

When an emergency occurs and the operator or any mobile unit elects to use WISPERN, contact or aid shall be called for in the following manner:

- a. Whom to call – Itinerant mobile units operating within this state, and mobile units requiring emergency assistance from other mobile units on a different frequency, shall call for assistance when an emergency or importance exists or is about to occur.
- b. How to call – A mobile unit requiring assistance shall call in the following manner:
 1. Control Point Call:

“State Patrol WISPERN, this is Portage PD Car 28 located at Milepost 130, I-90, in the northbound lane, requesting assistance with an injury accident.”

2. Another Mobile Unit:

“Attention any car on WISPERN, this is Portage PD Car 28 Near Hwy. 60 and 51. Assistance is needed with a prisoner in my car. I am southbound on Hiway. 51 approaching Hwy. 60 now.”

Section E. Responsibility

1. When any transmissions are received over the monitor of any participating agency from a mobile unit with emergency traffic, the agency so monitoring shall take appropriate action.
2. All participants must adhere to the requirements, responsibilities, limitations and restrictions of the WISPERN Rules and Regulations.
3. Control Points Must:
 - a. Monitor the frequency at all time.
 - b. Accept WISPERN traffic originated by mobile units and take appropriate action.
 - C. Handle all allowed WISPERN communications.

Section F. Encryption

Any form of encryption or scrambling device shall not be permitted on WISPERN.

With the exception of the standard “10-4”, Ten-Signals shall not be used.


Section G. Continuous Tone Coded Squelch System (CTCSS)

A transmit Continuous Tone Coded Squelch System (CTCSS) tone of 156.7 hz is required after 06/01/2006. Use of a receive CTCSS tone of 156.7 will be optional.

Section H. Conversion to Narrow Band Operation

The WISPERN Governing Board recommends that all radio equipment and transmissions on WISPERN should conform to the FCC mandated “Narrow-Band” standards after 01/01/2011. All radio equipment and transmissions on WISPERN using “Wide-Band” standards will cease as of 12/31/2012.

WISCONSIN POLICE EMERGENCY RADIO NETWORK

CRIMINAL TRAFFIC OFFENSE OR MISSING PERSON BROADCAST CRITERIA 1. Criminal/Traffic Offense or Missing Person 2. Offense Occurred or Time of Last Contact Within Last Hour 3. Sufficient Information for Visual ID 4. Disposition (See Reverse Side)	ALLOWABLE COMMUNICATIONS 1. Emergency 2. Disaster 3. Pursuits 4. Criminal/Traffic Offense or Missing Person 5. Hit Alerts 6. Mobile to Mobile Connection 7. Itinerent/Transient 8. Testing	WISPERN 155.475 MHz 
REQUIRED PURSUIT INFORMATION 1. Speed 2. Location and Direction of Travel 3. Vehicle and/or Personal Description 4. Reason for the Pursuit (original offense) Example: "Kenosha County 1Paul3, District 2 WISPERN, pursuit" (after the Control Point advises "go ahead", continue) "1Paul3, District 2, in pursuit, ninety-five miles per hour, I-94, northbound mile post one hundred, green ninty-eight Corvette, A-adam, M-mary one two three four, wanted for personal injury hit and run."	MOBILE UNIT BROADCAST REQUEST Whenever a mobile unit has a message for the Control Point which qualifies for Broadcast, it should include the following elements: CALL UP.....(Calling mobile unit designator, followed by the Called station, "WISPERN" and nature of traffic TEXT.....(WHAT, WHERE and WHEN) (Vehicle Description), (Personal Description), (Caution/Weapons), (Direction of Travel), (Additional significant Data) DISPOSITION.....(See Reverse Side) AUTHORITY.....(The agency authorizing the broadcast)	EXAMPLE: "Silver Lake Car 4, District 2 WISPERN, stolen vehicle." (After the Control Point advises "go ahead", continue) "Stolen Silver Lake, 0900, Blue 98 Taurus, A-adam, B-boy, one two three four, extensive damage to right front fender, Authority Silver Lake P.D." CRIMINAL TRAFFIC OFFENSE OR MISSING PERSON BROADCAST CANCELLATION The originating officer or agency must notify the Control Point whenever a recovery or apprehension is made within ten hours of origination so that a brief cancellation message may be given on WISPERN.

NOTE: The use of confidential codes, uncommon abbreviations and ten signals (except "10-4" and "10-28") is prohibited on WISPERN

FOUR TYPES OF CRIMINAL/TRAFFIC OFFENSE BROADCASTS:

TYPE A - WANTED or STOLEN

1. Used when probable cause for arrest has been established by the originating authority.
2. **Type A Wanted** broadcasts will be distinguished from other broadcasts by using the standard phrase "WANTED (OFFENSE)" in the "WHAT" portion of the DISPATCH ALERT and TEXT.
3. **Type A Stolen** broadcasts will be distinguished from other broadcasts by using the standard phrase "STOLEN" in the "WHAT" portion of the DISPATCH ALERT and TEXT.
4. The DISPOSITION shall indicate "COMPLAINT SIGNED" or "COMPLAINT WILL BE SIGNED" for all TRAFFIC OFFENSES. However, complaint signed or will be signed is assumed in all CRIMINAL ACTS, (e.g., stolen vehicle) and need not be stated in the broadcast.

TYPE A - WANTED INVESTIGATION

1. Used when probable cause for arrest has NOT been established; however, reasonable grounds to justify an investigative stop (TERRY vs OHIO) has been established by the originating authority.
2. **Type B** broadcasts will be distinguished from other broadcasts by using the standard phrase "WANTED INVESTIGATION (OFFENSE)" in the "WHAT" portion of the DISPATCH ALERT and TEXT.
3. The DISPOSITION shall indicate "Complaint has NOT been signed, however, reasonable grounds to justify an investigative stop has been established".
4. **Type B** broadcasts may include a statement to "notify originating authority prior to stopping the suspect".
5. In all **Type B** broadcasts, the originating authority *must* be notified immediately if the suspect is observed or stopped.

TYPE C - TRAFFIC OFFENSE

1. Used when a **Traffic Offense**, (e.g. DUI, Reckless Driving, Drag Racing, etc.) has been reported and neither probable cause for arrest nor reasonable grounds to justify an investigative stop has been established, i.e., the complaint will NOT sign a complaint.
 2. **Type C** broadcasts will be distinguished from other broadcasts by using the "OFFENSE" alone in the "WHAT" portion of the DISPATCH ALERT and TEXT.
 3. The DISPOSITION shall indicate "MAKE YOUR OWN CASE".
- Note:** Traffic offense where a "COMPLAINT WILL BE SIGNED" shall be broadcast as a "TYPE A".

TYPE D - INTELLIGENCE INFORMATION

1. Used when neither probable cause for arrest nor reasonable grounds to justify an investigative stop has been established; however, the originating authority has developed intelligence information which, when combined with other facts known to an officer observing the suspect, could result in reasonable grounds to justify an investigative stop or probable cause for arrest.
2. **Type D** broadcasts will be distinguished from other broadcasts by using the phrase "INTELLIGENCE INFORMATION" in the "WHAT" portion of the DISPATCH ALERT and TEXT.
3. **Type D Intelligence Information** broadcasts will be used if the information relates to criminal intelligence (e.g., suspicion of possible criminal activity, possible threats against police officers, illegal transportation of drugs, large amounts of currency, weapons or aliens, etc.).
4. **Type D** broadcasts may include the statement to "notify the originating authority prior to stopping the suspect".
5. The DISPOSITION shall indicate "DO NOT INITIATE ENFORCEMENT ACTION BASED SOLELY ON THIS INFORMATION" or "MAINTAIN SURVEILLANCE, DO NOT STOP".