WI-CAMS User Group
Meeting Agenda

Project/Activity	WI-CAMS User Group Meeting				
Date	05-27-2016	Time	09:00-12:00	Location	DeForest Fire & EMS Department 305 E Holum St

In person		
☒ Soley, Karen (UW-Madison PD)	☒ Nehls, Todd (WEM)	☒ Meagher, Joe (Dodge Co)
☒ Yaskal, Jon (DeForest Fire)	☒ Wernet, Kevin (WEM)	☒ Stolte, William (Waukesha Co)
☒ Klein, David (WEM)	☒ Sawyer County EM	☒ Bayou, Billee (DHS)
Attending remotely		
☒ Books, Randy		

#	Agenda Items
1	Action item review
2	WI-CAMS Field Reference
3	Post-SaaS policy changes
4	WI-CAMS template changes
5	02 TRACK licensing
6	Closing remarks

Notes

1) Action item review

- WEM's 3 accountability kits are functional, having supported the check-in process at SIMCOM earlier this month with over 170 players.
  - o Todd Nehls said the kits might have a greater value at various regional offices as the regional WEM staff are likely to be key players in an event.
- David Klein relayed guidance from Salamander Technologies about the lack of an auto-populating option for data entry in SalamanderLIVE. TRACK cannot scan barcodes on driver's licenses. Incident data is never removed from SalamanderLIVE, even if it is deleted from a local database.

2) WI-CAMS Field Reference

- The User Group agreed to pare the sample field reference down to a credit card-sized resource, including only guidance on color/disciplines. Larger copies of the field reference may be kept in WEM's accountability kits. The goal is not to condense the entire WI-CAMS policy.

3) Post-SaaS policy changes

- The following policy changes were suggested by the User Group:

  o Punching laminated cards is discouraged but does not invalidate IDs
  o Include language that "Government Admin cards are not required to have WEM laminate"
  o "Other" discipline is Green; "Private Sector" is White
  o Temporary IDs will have a maximum validity of 72 hours
  o When issuing temporary IDs, the issuing agent must request a state-issued driver's license for verification
  o The "OtherID" field can be used for additional information, despite being located in the "Medical" tab
  o The MOU included in the WI-CAMS policy should clarify that the agency head must approve the data entered and authorize issuance of card.

- Several law enforcement agencies have taken issue with requirements involved in issuing SWORN WI-CAMS IDs to retired officers. WEM will develop a series of solutions and present them at the next User Group meeting.

4) WI-CAMS template changes

- WEM will incorporate the OtherID field in the next template update
- WEM will also readjust the issue/expiration dates and the agency watermark

5) 02 TRACK licensing

- David Klein briefed the group on Salamander Technologies' policy of a 5 license minimum when purchasing the 02 TRACK application for new customers. This does not apply to WEM as the division has already budgeted for 9 annual licenses. Future action on this remains uncertain at the moment.