

NIMS Steering Committee Meeting
Friday, April 24, 2026 * 10:00 am – 2:00 pm * Microsoft Teams Meeting
Meeting Minutes

Committee Members Present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> April Albertson, DAI GBCI Administrative Captain | <input checked="" type="checkbox"/> Thomas Campbell, DAI KMCI Administrative Captain |
| <input type="checkbox"/> Jacob Cirian, DAI Security Chief | <input checked="" type="checkbox"/> Michael Goldade, DJC Budget and Operations Director |
| <input checked="" type="checkbox"/> Troy Gunther, DMS BTM Field Support Supervisor | <input checked="" type="checkbox"/> Renee Henke, WRC |
| <input type="checkbox"/> Bonnie Hudziak-Oldenburg, DAI MSDF CMSD | <input checked="" type="checkbox"/> Joshua Kratochvil, DAI PERS CO |
| <input checked="" type="checkbox"/> Jay Laufenberg, DCC R1 Regional Chief | <input type="checkbox"/> Joshua Nolte, DAI TCI Security Director |
| <input checked="" type="checkbox"/> Jason Popp, DCC R7 Corrections Field Supervisor | <input checked="" type="checkbox"/> Christopher Stevens, DAI GBCI Warden |
| <input checked="" type="checkbox"/> Chris Susa, DCC R4 Corrections Field Supervisor | <input type="checkbox"/> Chris Thompson, DJC Program Policy Analyst |
| <input type="checkbox"/> Vacant | |
| <input type="checkbox"/> Others in Attendance: N/A | |
| <input type="checkbox"/> Non-DOC Attendees: N/A | |

Recorder: Brenda Allen, DAI MSDF Warden Secretary

Meeting Called to Order By: Co-Chair DOC Regional Chief – Jay Laufenberg **Time:** 10:00 am

No.	Item	Comments/Action
1	Welcome <i>Jay Laufenberg</i>	General welcome.
2	SharePoint Maintenance / Management <i>Chris Stevens</i>	Chris Stevens recommended cleaning up / archiving some outdated documents in SharePoint as this is the primary resource holder for the committees. Site owners of the NIMS SharePoint are also outdated, April Albertson requested Kevin Kaczmarek be taken off and add Josh Kratochvil added to owners of the site a while ago, and has not received an update about that. The coordinators page will be updated by April Albertson. The DOC IMT site will be updated by Tom Campbell.

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3	Surveillance System Upgrade <i>Chris Stevens</i>	Chris Stevens inquired how facility surveillance system cameras are replaced / life span of them, as many cameras are antiquated and there are newer cameras able to capture enhanced details. DCC staff expressed they have the same concerns. Troy Gunther reached out to Dave Warnes and shared that the cameras are different at each site and are exchanged / upgraded as needed, and BTM relies on sites to provide shortcomings of cameras. Josh Kratochvil will also share information of IT staff who can help adjust views / camera settings. Better cameras are available, they do come with a price. The better cameras can zoom in to read an ID or license plate.
4	Report Out: Interoperability <i>Troy Gunther</i>	Technological Enhancements and Implementations reviewed: 1 – Guard1: nearly finalized and operating in all facilities. 2 – Body Cameras: Are being implemented at WCI today; WSPF will be next. 3 – Computers: HP has backlog and not able to fulfill contract – researching getting computers from Dell. 4 – Overall Hardware Costs: Hardware overall (computers, radios, cameras, etc.) are pricing close to two times regular the cost - very expensive presently.
5	Report Out: Resource Management <i>Brenda Allen on behalf of Bonnie Hudziak-Oldenburg (Not Present)</i>	CMSDs at sites working on capital inventory for their respective facilities, due end of April. Will continue to contact facilities for updates on their specialty tools equipment and pictures for this year. A new list should be updated in the NIMS folder by the July meeting.
6	Report Out: Training <i>Josh Kratochvil</i>	<ul style="list-style-type: none"> • Presently have two trainings scheduled: ICS May 20th at KMCI, and G191 at KMCI in beginning of June. • It's been challenging to get career exec staff to register for G191 with their schedules. • A G191 class was held in G191 in April in Madison by WEM with a couple local hospital participants attending.

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	<p>Report Out: Training (ctd.) <i>Josh Kratochvil</i></p>	<ul style="list-style-type: none"> • Nikki Schwebke is working on posting the trainings scheduled for the last half of the year, and it will be sent to the NIMS Coordinators after posted. • FEMA online courses are available again. Trying to get institutions to hold focused training days for courses 100, 200 700 and 800, to get pre-requisites in for the 300 / 400 series. Sites can coordinate with Troy Gunther to get power cords, extension cords, laptops, etc. all set up the day before the training day. • Working with Nikki Schwebke to update the training for responder. Between the staff changes within different DOC departments, looking to create 2 – 3 hour trainings to either be in person / via teams.
7	<p>Report Out: NIMS Coordinator <i>Jason Popp, Thomas Campbell</i></p>	<ul style="list-style-type: none"> • NIMS Coordinators are working with the IMT Leadership (Tom Campbell, Renee Henke, and Nikki Schwebke) to continue continuity of services offered from NIMS / IMT. • The next meeting is scheduled in person at the training center on May 8, 2026. The Risk Management Section Chief Tracy Neindorf will be presenting on various risk management things including: filing claims, paperwork, etc. • Resources from Risk Management were shared for recent flooding events. • The IMT and NIMS coordinators have a joint tour scheduled to visit the DCC EOC at central office for May 8th. April Albertson, Tom Campbell, and Jason Popp are leads on EOC tour. Tom Campbell is working to schedule a tour of the Statewide EOC. • Julia McLaughlin and Crystal Reynolds both accepted different positions, and are staying on as coordinators. • Ultimate goal is to merge IMT and NIMS coordinators in all divisions for uniformity, clarity, and so people know who to contact. The roles of the different groups will be shared to help people know how to best use the different groups / persons, and who to contact for help. IMT and NIMS Coordinators are available to be a part of events, helping with simple things like paperwork to providing more robust assistance. • Vulnerability assessments are being done with new coordinators to provide guidance on tabletop demos and ensure all on the same page of training with the functional aspects.

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8	<p>Report Out: Science & Technology <i>Troy Gunther</i></p> <p>Report Out: Science & Technology (ctd.) <i>Troy Gunther</i></p>	<ul style="list-style-type: none"> • There is still an AI focus, however, there have not been any policies or procedures put out yet. Some computers offer AI technology / are built in with it, however encouraged not to use it until further direction provided. • Some sites are having trouble with the walk through metal detectors not being big enough to be ADA compliant. There are mobile walk through detectors procured for the new DJC facility that will be tested at Lincoln Hills. They are able to be used in courtyards, various areas. Michael Goldade will report out when they've been tried; as well as send info on the ones ordered from Grainger. Cell Sense Detectors are used at some institutions.
9	<p>Report Out: EOP <i>April Albertson</i></p>	<p>The EOP update is at a standstill, waiting on Administrator review.</p>
10	<p>Report Out: IMT <i>Tom Campbell</i></p>	<ul style="list-style-type: none"> • IMT has been busy assisting facilities with various things: search at KMCI, assist at GBCI. • There are a lot of new members: calls to service, assessing disturbance plan meetings and table top exercises with administration, sharing what IMT can do for them. • Next Friday, May 1, 2026 is the leadership meeting; May 8, 2026 is the joint IMT / NIMS coordinators meeting. • Some evaluators and others were sent to assist in Brown County. • There is a Patriot exercise scheduled for August. • Working on identifying persons to send to October exercise for joint ERU. • The fall plan is being worked on for the Instructor Academy, however there are a lot of things going on, so opportunities to work on this have been limited. • There's presently 4 positions open on the IMT committee.
11	<p>Report Out: PERS / EOC Utilization <i>Josh Kratochvil / Tom Campbell</i></p>	<ul style="list-style-type: none"> • Multiple EOC sites were opened with the flooding, and several staff provided assistance throughout the state: sandbagging crews were at NLCI, Winnebago, Janesville, and Jefferson. Something will be posted on MyDOC. • EOC was activated April 19, 2026 in Blue Mounds, WI at Ridgeland Farms for the beagle protest. There were mass amounts of violent protesters there, and the state patrol ran out of

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	<p>Report Out: PERS / EOC Utilization (ctd.) <i>Josh Kratochvil / Tom Campbell</i></p>	<p>OC spray and also requested assistance with transporting persons detained. We were able to provide OC spray. We did not assist with transportation as they requested vans within specific areas to go to different counties, and we were not able to accommodate. Vehicle information is being collected to increase our ability to assist in the future, including looking at what vehicles are at what sites, and accessibility. The monitoring center is staffed 24 hours a day / seven days a week, and can allow people to get vehicles as necessary.</p> <ul style="list-style-type: none"> • MOUs: The current MOU with Division of Military Affairs is being looked into regarding incapacitating agents, and was sent to Security Chief Cirian for approval. Also reviewing MOU that was in place for the RNC for when they borrowed our vans and mimic to provide support to state patrol and capital police for when they request support and we can do so efficiently – also with Security Chief Cirian • PERS / EOC: <ul style="list-style-type: none"> • OSCI had an overheating issue in early March, and reached out to PERS for blankets. GBCI was able to supply more than enough. • REECC had a generator failure this week, and working to get a temporary generator for them. A standby generator does not constitute as an emergency generator so will have to be funded from their budget, and unable to get from WEM. • There is an upcoming fuel / energy crisis meeting coming up with energy and innovation. They will be reviewing what all facilities would do in a fuel / energy crisis. They inquired if sites have dual fuel sources. • PERS vacancy should be posted within the next week.
12	Roundtable	None.
13	Meeting Adjourned	1047
14	Next Meeting	Friday, July 24, 2026, 10 am – 2 pm via Microsoft Teams