



**State of Wisconsin
Homeland Security Council**

TONY EVERS
Governor

MAJ GEN PAUL E. KNAPP
Homeland Security Advisor

Department of Military Affairs
2400 Wright Street
Madison, WI 53704

608.242.3075

Open Session Meeting Minutes

Joint Force Headquarters (JFHQ)
2400 Wright Street,
Room 230
Madison, WI 53708

Tuesday, November 7, 2023
9:01 AM – 9:47 AM

Members Present: Chair Maj Gen Paul Knapp (WING), Trina Zanow (DOA), Chief David Erwin (Capitol Police), Chief Mike Steffes (Chiefs of Police), Meagan Wolfe (Election Commission), Chief Kevin Bierce (WI State Fire Chiefs), Sheriff Mark Podoll (Badger Sheriffs), Supt. Tim Carnahan (State Patrol), Shane Goss (DNR), Kara Pennoyer (PSC), Jared Hoy (DOC).

Members absent: Kelly Smithback (DATCP), Tina Virgil (DCI), Greg Engle (WEM), Chief Jeffrey Norman (Milw PD), Natalie Easterday (DHS).

Alternates present: Marshall Ogren (DCI), Katie Sommers (WEM), Ramona Baldoni-Lake (DHS).

- 1) Call to Order/Roll Call.
 - a) The meeting was called to order at 9:01 AM.
 - b) Roll call was taken, and a quorum was present.

- 2) Opening Remarks.
 - a) Major General Knapp welcomed members.



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- 3) Review and Approval of September 12, 2023, Open Session Meeting Minutes.
 - a) Motion by Sheriff Mark Podoll, seconded by Trina Zanow, to approve the minutes.
 - b) Motion carried.

- 4) Agency Updates.
 - a) DOA – Trina Zanow.
 - i. DOA hired a new Chief Information Security Officer (CISO), Troy Stairwalt.
 - b) Capitol Police – Chief David Erwin.
 - i. Capitol Police hired a new captain, Brian Knepper.
 - c) Chiefs of Police – Chief Mike Steffes.
 - i. No update.
 - d) DCI – Marshall Ogren.
 - i. DCI is conducting interviews for two cybersecurity analysts.
 - e) WEC – Meagan Wolfe.
 - i. WEC is preparing for the next election cycle, with the next election being the Feb. 20 spring primary. There will be many election deadlines. WEC will be working to support local election jurisdictions with grants and procuring accessible voting equipment.
 - f) WEM – Katie Sommers.
 - i. WEM will be conducting railroad exercises next week, brought on by the 2023 OH train derailment. Those interested in learning more can contact Katie for an in-depth PowerPoint.



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- (1) Limitations include the IPAWS public notification system and geofence bleed-over. It is often stressful to send out notification messages, but WEM has staff practice sending messages.
- (2) Another struggle is with social media and people not getting the true message out. WEM is considering a task force to deal with social media.
 - ii. WEM hired a new preparedness grant coordinator, Caitlin Snyder, and two new regional directors.
 - g) GOV – Mel Barnes.
 - i. No update.
 - h) WI State Fire Chiefs – Chief Kevin Bierce.
 - i. No update.
 - i) Badger Sheriffs – Sheriff Mark Podoll.
 - i. Badger Sheriffs hired a new executive director, John Gossage, who is a former sheriff from Brown County.
 - j) State Patrol – Supt. Tim Carnahan.
 - i. No update.
 - k) DNR – Shane Goss.
 - i. Brian Knepper transitioned to Capitol Police, so DNR is in a period of transition.
 - l) PSC – Kara Pennoyer.
 - i. PSC is in the final stages of hiring for a cybersecurity position.
 - m) DOC – Jared Hoy.
 - i. DOC thanks Dallas Neville and WEM for their partnership.
 - n) DHS – Ramona Baldoni-Lake.



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- i. DHS brought in a CDC field assignee for three years.
 - ii. RSV is returning, and DHS will be coming up with some guidance.
 - o) DMA – Major General Paul Knapp.
 - i. No update.
- 5) Set the Date, Time, and Place of the Next Meeting.
 - a) Confirmed next meeting will be January 9th, 2024, at 9:00 AM.
- 6) Infrastructure Investment and Jobs Act Cyber Plan Presentation.
 - a) Grant Overview.
 - i. September 2022: Federal Emergency Management Agency (FEMA) and Cybersecurity and Infrastructure Security Agency (CISA) release State and Local Cybersecurity Grant Program (SLCGP) Notice of Funding Opportunity (NOFO), the Federal Fiscal Year (FFY) 23 NOFO was released August 2023.
 - ii. In WI DOA and WEM coordinate program delivery.
 - iii. FFY 2022-2025; each has a four-year grant performance period = seven years of activity.
 - iv. Funding requirements:
 - (1) At least 80% → local units of government.
 - (2) At least 25% of all funds → rural communities (jurisdictions with a population of 50,000 or less).
 - (3) No more than 20% → state agencies.
 - b) Funding Amounts.



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| | Federal Funds | % Cost Share | Cost Share Requirement | Total |
|---|----------------------|---------------------|-------------------------------|----------------------|
| FFY 2022 | \$3.7 million | 10% | n/a* | \$3.7 million |
| FFY 2023 | \$7.6 million | 20% | \$1.9 million | \$9.5 million |
| FFY 2024 | <i>\$6 million</i> | <i>30%</i> | <i>\$2.6 million</i> | <i>\$8.6 million</i> |
| FFY 2025 | <i>\$2 million</i> | <i>40%</i> | <i>\$1.3 million</i> | <i>\$3.3 million</i> |
| NOTE: Amounts in italics are estimates. FFYs = Oct. 1 of the previous year to Sept. 30. | | | | |
| * WI has received a cost share waiver for FFY2022. | | | | |

(1) WI is unlikely to receive cost-share waivers for future grant years.

c) Eligibility.

i. Eligible sub-recipients: tribes, counties, municipalities, K-12 school districts, and publicly owned utilities.

ii. Local funding options per the NOFO:

(1) Direct subgrants to eligible applicants.

(a) Example: To procure products, licensing, and support services.

(2) Centralized services provided through state agencies or contractors with written consent from eligible applicants.

(a) Example: Cybersecurity training.

d) Funding Challenge.

i. Funding Challenge: The grant provides for four FFYs of funding. While there is a push for funding beyond the four years there is nothing currently defined.

ii. The Approach: Focus on improving fundamental cybersecurity needs while building upon existing platforms that will provide a sustainable longer-term impact.



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- e) Key Requirements.
 - i. Planning committee with specific membership: In WI, this is the state’s Cyber Subcommittee, a component of the state’s Homeland Security Council.
 - ii. Cybersecurity plan meeting 16 required elements: WI’s plan was submitted in September and approved by FEMA and CISA.
- f) Program Objectives from the State Plan.

| Cybersecurity Program | |
|---|--|
| Program Goal | Program Objectives |
| 1. Improve K-12, local government, and publicly owned critical infrastructure capability and capacity to adopt and use best practices and methodologies to enhance cybersecurity. | 1.1 Perform risk assessments for local units of government. |
| | 1.2 Provide technical assistance to update local endpoints in line with cybersecurity best practices. |
| | 1.3 Establish a baseline and enhanced baseline for local units of government. |
| 2. Increase K-12, local government, and publicly owned critical infrastructure understanding of cybersecurity best practices. | 2.1 Enroll local government, K-12, and publicly owned critical infrastructure in the Multi-State Information Sharing and Analysis Center (MS-ISAC) and Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC). |
| | 2.2. Increase local government, K-12, and |



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| | |
|--|---|
| | publicly owned critical infrastructure usage of baseline and enhanced baseline for endpoints and information systems. |
| 3. Ensure personnel are appropriately trained in cybersecurity | 3.1 Make cybersecurity awareness training available to local units of government. |
| | 3.2 Provide scholarships for local government employees to receive cybersecurity certifications. |

g) Cybersecurity Plan – Projects.

- i. Priority will be given to government units in the greatest need.
- ii. Update local endpoints and information systems as described in the NOFO.
 - (1) Endpoint protection.
 - (2) Multi-Factor Authentication.
 - (3) Enhanced logging.
 - (4) System backups.
 - (5) End usage of unsupported/end-of-life software and systems.
 - (6) Data encryption.
- iii. Information technology workers in local government receive cybersecurity training.
 - (1) Focused on universally recognized and tiered education based on need and current skills.
- iv. Encourage all local units of government to enroll in EI-ISAC and MS-ISAC.
 - (1) Information services specifically for government entities.



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- v. Encourage all local units of government to conduct cybersecurity awareness training annually.
 - vi. Encourage all local units of government to use baselines to incorporate necessary security and privacy controls and cyber best practices.
 - vii. Encourage all local units of government to adopt the .gov internet domain (preferably the Wisconsin.gov domain, see Division of Enterprise Technology (DET) WI Domain Service Request).
 - viii. The Cybersecurity Plan and the work can change. Flexibility is important!
- h) Implementation
- i. Other state-level initiatives (like contracts and training) that benefit locals may account for up to 20% of all state projects.
 - ii. Grants to government agencies that most need them.
 - (1) Open application period – applications in WEM’s Egrants system.
 - (2) Technical assistance with contractual services provided by DET.
 - iii. Completion of the Nationwide Cybersecurity Review is required as a grant condition.
 - (1) Open annually October-February.
- i) What comes next?
- i. Developing application materials and scoring criteria for the grant projects.
 - (1) Application period likely spring 2024.
 - (2) All applicants are required to complete a self-assessment of cybersecurity best practices.
 - (3) All subrecipients will be required to enroll in no-cost CISA cyber hygiene services.



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- ii. New DET CISO, Troy Stairwalt, coming onboard in November from OH.
- iii. Finalize statewide training offerings.
- iv. Submit detailed projects to FEMA for release of funds.
- v. Establish grant application and award process in WEM's Egrants, grant management system.
- vi. Outreach – please invite us to your events, especially Jan.-Feb. 2024!
 - (1) In-person presentations.
 - (2) Webinars.
 - (3) Websites.
- j) Who are the current points of contact?
 - i. DET.
 - (1) Matt Michel (Project Manager) – MatthewA.Michel@wisconsin.gov, 608-267-3827.
 - (2) James Sylla (Deputy Chief Information Officer) – James.Sylla@wisconsin.gov, 608-264-6186.
 - ii. WEM.
 - (1) Katie Sommers (Bureau Director, Policy, and Grants), Katie.Sommers@widma.gov, 608-242-3222.
 - (2) Marc Couturier (Grant Manager), Marc.Couturier@widma.gov, 608-242-3258.
 - iii. Contact Email: SLCGP@wisconsin.gov.
 - iv. Other federal points of contact for WI – Bill Nash (past DET CISO) (William.Nash@cisa.dhs.gov) and Dane Honore (Daniel.Honore@cisa.dhs.gov) both with CISA.



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- k) Other Information.
 - i. SLCGP grant information for WI can be found at –
https://det.wi.gov/Pages/Cybersecurity_Grants.aspx.
 - ii. September 27th FEMA and CISA released the Tribal Cybersecurity Grant Program.

- 7) Adjourn Open Session to Go into Closed Session at 10:00 AM.
 - a) Motion to go into closed session pursuant to Wis. Stat. § 19.85(d) by Sheriff Mark Podoll, second by Jared Hoy.
 - b) Motion carried unanimously.

- 8) Reconvened in Open Session at 10:55 AM.
 - a) Approval of September 12, 2023, closed session minutes.
 - i. Motion to approve by Chief David Erwin, seconded by Shane Goss.
 - ii. Motion carried; Major General Knapp announced that closed session minutes were approved.
 - b) Motion to adjourn by Chief David Erwin, second by Jared Hoy.
 - i. Motion carried; open session adjourned at 11:00 AM.