



2019 WV Statewide Interoperability Executive Committee (SIEC) Meeting Minutes

February 12, 2019		
02/12/2019	09:00 – 12:00	MedComm, Flatwoods
Meeting Called By	Director Todorovich, Chair	

SIEC Membership

(X – Present; Blank – Absent; X-CC – Present via Conference Call)

1	Bump, Paul	X	WV Zone 1 Switch Agency
2	Burnside, Dirk	X	WV Department of Highways
3	Channel, Fred		RIC 4 Chairman
4	Dooley, Lisa		WV Municipal League
5	Spence, Josh	James Dixon – CC	WV Office of Technology
6	Evans, Rodney		RIC 5 Chairman
7	Wolfe, Justin	X	WV Emergency Manager Council (Emg)
8	Gore, Tyrone		WV Parkways Authority
9	Hart, Tom	CC	RIC 2 Chairman
10	Hoge, Bobby	CC	WV E-911 Council
11	Patterson, Reginald	Jeff Perry	WV State Police
12	Neal, David	X	Statewide Interoperability Coordinator
13	McCallister, Roy	CC	RIC 1 Chairman
14	Ogle, Jody	Danny Kirby	WV National Guard
15	Palmer, Larry		WV Sheriff's Association
16	Parsons, Vivian		WV County Commissioner Association
17	Polczynski, Jeff	CC	RIC 3 Chairman
18			WV Health & Human Resources (DHHR)
19	Saffel, Dave	X	APCO
20	Sharp, Bob	X	WV State Fire Marshal
21	Todorovich, Michael	X	SIEC Chairman/ WVDHSEM Director
22	Vargo, Lou	X	WV Zone 3 Switch Agency
23	Vititoe, Steve	X	RIC 6 Chairman

Non-SIEC Members Present

(X – Present; Blank – Absent; X-CC – Present via Conference Call)

1	Eubank, Dave	X	SIRN
2	Harless, Joe	X	WV State Police
3	Faulk, RC	X	Assistant SWIC
4	Paxton, Lisa	CC	SIRN Business Manager
5	Mangus, Jim	X	RIC 1 Vice Chairman
6	McConnell, Dustyn	X	
7	Fincham, Chris	CC	
8	Perry, Jeff	X	WV State Police
9	Antolini, Steve	X	WV DNR Law Enforcement



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Approval of January 2019 Minutes

Motion: Dave Saffel

Second: Dirk Burnside

Passed

Technical Committee – Dave Saffel

- 1) Report from Frequency procurement
 - a. Status of frequency searching
 - i. New Sites –
 - ii. NTIA – None
 - iii. Business – None
- 2) Equipment testing –
- 3) Site Updates
 - a. WVSIRN –
 - b. Microwave –
- 4) Programming
 - a. Current Versioning –
 - i. Motorola APX 19.00.01 - MEGA Firmware 19.03.00 <- Note updates
 - ii. Motorola CPS 20.01.00 – Firmware 20.50.09 (possible firmware problem)
 - iii. Kenwood – KPG-95DGN v 8.30 (10 Series) Firmware – 4.43 (v2) 6.14 (v3)
 - iv. Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
 - v. Kenwood – KPG-D1N 2.60 (NX-5X00 & 30 Series)–Firmware 2.61
- 5) Mobile Antennas – The technical committee is going to create a document of recommendation of antenna types that are desirable for use in the SIRN system. Further discussion of currently installed antennas took place at this meeting.
- 6) US Cellular desires to change the antennas on Pinnacle Tower in Mineral County. They are proposing the following change:

New Antennas:

(3) KMW AM-X-CD-17-65-00T-RET
Weight: 59.5 lbs each

Total: 177 lbs

Antennas to Be Replaced:

(1) KMW AM-X-CW-18-65-00T-RET
Weight: 52.9 lbs each
(2) KMW ET-X-CW-45-19-iRAT RET
Weight: 75 lbs each

Total: 202.9 lbs

They are being required to have a structural done by Mineral County. We have not heard anything on that. Technical Committee took a vote and pending approval of the structural, and in turn, approval by Mineral County, the tower owner, the committee has no objection.

- 7) Pocahontas County MW upgrade – Pocahontas County OES are doing a microwave upgrade and it has all been approved.



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- 8) Doddridge County site – They have received a Tower Fund Grant and a Homeland Security Grant to put in a site. They are working to get frequencies through Sonny Jordan.
 - a. Everyone needs to be aware that 12 months is the limit to have the site on the air or the frequencies would be lost.
- 9) Charles Town/Blue Ridge site – Jefferson County desired to add an AirFiber antenna to the tower. Upon referencing the original structural analysis, it was determined that the one conducted by T-Mobile omitted the SIRN antennas completely, thus, was not accurate. Upon conducting a new structural, it failed under Rev H. Norfolk Southern is going to perform all these upgrades. There is however an issue with the road and it needs significant maintenance. Road repairs are the responsibility of DOH, but the request for them to do so must be done by a request from the DHSEM director to the DOH. That letter has been created and is currently awaiting going to DOH, etc.
- 10) Etherstack product approval request – Request testing of a GME mobile radio on the system. Rodney Evans is going to contact them to see if their radio meets minimum specifications.
- 11) License updates and ASR information updates (Limestone, Hargrave, Dunlow, Barkers Ridge)
- 12) Elgood tower site – All previously approved. Site reps met with Greg Sluss and agreed that there is room for all their equipment and are doing a modification to the fence. SIRN has approved what they are doing.
- 13) Windmill Gap Tower – State Forestry desires to move their repeater from their current site due to a 10x rent increase. There is an existing VHF repeater on Windmill Gap not in use. That space both on tower and in building is available for Forestry. Motion by Dirk Burnside, second by Jim Mangus, to approve taking the place of that existing building and tower space. Approved.
 - a. **SIEC Motion to Approve:** Bobby Hoge **Second:** Dave Saffel
 - b. **Motion Passed**
- 14) IFLOWS requesting tower sharing – IFLOWS is requesting to add DB224 antenna and repeater in the building on Hargrave and Pennsboro tower. Hargrave should not be an issue. At Pennsboro, the county should be contacted. Technical Committee is not opposed to this installation. In this and future cases, a SIRN technician needs to assess space on a tower and room in the building. Requesting also space in Morgan or Berkeley County. The old State Police site is available but does not have SIRN Microwave. Cacapon is relatively full already from an antenna standpoint. The old North Mountain site should be available but doesn't have microwave. Jeremiah Nelson needs to contact Dave Eubank for all these site requests and then bring forward to the committee.
 - a. **SIEC Motion to Approve:** Paul Bump **Second:** Danny Kirby
 - b. **Motion Passed**
- 15) Berkeley County new system – Long discussion about this county working toward getting their own system apart from SIRN.
- 16) Tallmansville Tower – DOH technician discovered power to tower lights cable was loose. Cable was originally attached with Zip ties, which have a finite life of less than 10 years.



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- 17) Mineral County is putting a standalone analog site in Westernport, MD to have a permanent patch into the SIRN to help lacking coverage in northern Mineral County.
- 18) Fayette County is looking into the possibility of adding a conventional simulcast in that county. If the county could partner with SIRN the benefit would be to the county as well as the State. Eastern Kanawha County could also see a benefit from an additional SIRN site.

Motion to Approve Committee Report: Dirk Burnside **Second:** Lou Vargo
Motion Passed

Policy & Procedure Committee – Rodney Evans

- 1) Nothing to report.

Training, Education, Outreach – RC Faulk

- 1) WV AuxComm course was conducted on January 26 & 27, 2019
 - a. 18 students attended
 - b. Class went well
 - c. Some have expressed interested in having a patch designed separate from the SIRN patch indicating West Virginia AuxComm; Lisa Paxton and Jim Mangus will investigate the feasibility of this request.
 - d. All AuxComm personnel have been issued certificates, updated list posted to the SIRN website and SEOC personnel have been made aware of additions to the AuxComm list
 - e. Associate instructors have been added to the AuxComm course list. These are instructors who may assist during classes being taught but are not permitted to engage in holding courses on their own.
 - f. Emergency management & AuxComm integration needed; HS Liaison's would be a good conduit for disseminating that information to OES
 - g. Several students from the AuxComm course are showing interest in the emergency management field as well
- 2) Dave Saffel lead discussion of the possibility of having an Amateur talkgroup on SIRN. Additional discussion was held. Paul Bump proposed possibility of assigning a regional existing TAC channel for that use. No further action taken at this time; Will be revisited at the March meeting.
- 3) The committee decided that any class that the SIEC holds must have a minimum of 10 students to justify travel for the instructors. This would not be in effect for classes that are being sponsored by someone else. The committee will coordinate with the Policy Committee at the March meeting to publish this updated policy.
- 4) The committee decided that all classes that the SIEC holds or sanctions will require registration with CourseMill. This will allow for Christian Fernley, training officer for DHSEM, to be able to show additional trainings being conducted. This will include conference courses.



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- 5) Dirk reminded the committee that the AuxComm position is not officially a part of the COMU and believes that we should take every opportunity to remind those at ECD to recognize the AuxComm position. RC Faulk will follow up with Marty McClain again to reinforce our recommendation.
- 6) There will be no programmers approved “on the spot” at the conference this year. Doing this at previous conferences have created issues for programmer tracking and database management. This allows for the possibility of programmers not being on the recommendation and approved list and follows the SIEC/SIRN policy.
- 7) There was a request for Armada training. If a programmer is currently a Kenwood programmer, they can take the online Armada course and submit a developed working codeplug to the technical committee.
 - a. The committee in conjunction with the Conference Committee will attempt to hold an Armada offering at the 2019 Conference.
- 8) The Committee discussed the programmer recertification interval and believed that 2 years was not the correct amount of time. It was discussed and agreed upon that 4 years was a more viable alternative. The Committee will present that to the Policy Committee for further discussion.
- 9) The Committee discussed the 2018 SCIP plan and agreed that it is ready for vote and adoption by the SIEC.
 - a. **SIEC Motion to Approve:** RC Faulk **Second:** Jim Mangus
 - b. **Motion Passed**
- 10) Marty McClain advised that OEC is not OEC any longer but is now called ECD.
 - a. RC Faulk will share the TA Catalog to the group.

Motion to Approve Committee Report: Danny Kirby **Second:** Dave Saffel
Motion Passed

Planning Committee – Bobby Hoge (RC Faulk, fill-in)

- 1) David Neal reported that North Mountain tower has been fixed along with lighting issues.
- 2) The generator at Dunlow is still out of service, but the WVSP are waiting on parts to get it fixed. WVSP and SIRN techs have a mobile/temporary unit in service at the site.
- 3) Coretta generator is going to be replaced by the WVSP. They are working through the quote process now.
- 4) SIRN is still locked out of the Limestone tower site. The lease payments have not been made in about a year as the family was to create an LLC to submit payments instead of paying an individual family member. SIRN was allowed on the site 1 time for an emergency repair as the site was off line due to a non-functional generator and a depleted UPS.



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- 5) Malden tower is reported to be 259% overloaded. There is a need for an additional tower at that location for offloading some existing equipment as well as placing additional Kanawha County sheriff equipment. 2 engineering firms are working to provide feedback on a potential new tower. It may be a self-support of approximately 300 feet. The existing site is believed to be State property and the possible new tower would be on State property, but perhaps outside of the fence. Another possibility would be moving some equipment to the Tim Ford site.
- 6) The following agency updates were made and approved for presentation to the SIEC.
 - a) Mineral County adding Allegany Ballistics Lab (12 units)
 - b) Hardy County adding Morefield Public Works (8 mobiles)
 - c) Wetzel County adding Folsom VFD (4 mobiles, 3 portables), Pine Grove VFD (3 mobiles), and Hundred VFD (1 mobile)

SIEC Motion to Approve: RC Faulk **Second:** Dirk Burnside
Motion Passed
- 7) 2019 SIEC Next Meeting is March 11-12, 2019 @ Flatwoods MedComm

Conference Committee – Tyrone Gore

- 1) Members were urged to begin thinking of a keynote speaker
- 2) Conference Registration, Bobby suggested a non-refundable \$10 handling fee
SIEC Motion to Approve: RC Faulk **Second:** Fred Kinder
Motion Passed
- 3) 2019 SIRN Conference will be September 22-27, 2019
- 4) Exploring options for locations
- 5) Suggested Topics:
 - a) SIRN 101
 - b) Flowchart for using the system
 - c) New attendees Requirement Orientation
 - d) SIRN from dispatcher perspective
 - e) Motorola System Upgrade
 - f) Antennae – Jim Mangus
 - g) River Museum Fire - RC Faulk
 - h) Team Building Exercise
 - i) SIRN & GIS – RC Faulk
 - j) Radio Hands-on Exercise – Rodney Evans
 - k) What happens when I push a button – Fred Kinder
 - l) Sunday – Intro of group/and to SIRN Conference
 - m) Beginner Track – more basic/more beginner
 - n) Anatomy of a SIRN site – Dirk Burnside, Jim Mangus
- 6) Conference center wants to charge extra fee; Unsure of status

Motion to Approve Committee Report: Danny Kirby **Second:** Dirk Burnside
Motion Passed



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Broadband/FirstNet – Paul Bump

- 1) FirstNet will work to schedule reach out meetings for the RIC's
- 2) Discussed emergency technology
 - a. FirstNet AT&T Vocality box is an interface between cellular and two-way radio
 - b. Vocality is in use in one location on West Virginia in Huntington on a conventional repeater
 - c. Steve Vititoe is going to attempt testing with a Vocality between a cellular device and a SIRN talkgroup and report back findings
 - d. Additional discussion was held on the potential impacts that may put on the system
- 3) Dirk Burnside indicated that Micrologic, an ISP in Region 4, is planning to erect 26 towers for broadband service. It was suggested that a coordinated effort may benefit Micrologic and SIRN. Paul Bump suggested Dirk Burnside reach out to Micrologic for more information.
- 4) Director Todorovich reported that there is a West Virginia Broadband Council. Paul Bump suggested we have representation there. David Neal will attend the next meeting on 21 February 2019.

Motion to Approve Committee Report: Paul Bump **Second:** Dave Saffel
Motion Passed

RIC Region 1 – Roy McCallister

RIC Counties - Kanawha, Clay, Putnam, Jackson, Roane, Calhoun, Ritchie, Wirt, Wood, Pleasant

- 1) Last Meeting January 17th 10 am Ripley Volunteer Fire Department
- 2) RC Faulk attended the meeting, provided information on changes and contact for new personnel
- 3) Discussed the previous SIEC meeting
- 4) Discussed amateur radio involvement in the SEOC
- 5) Discussed the upgrade that would be coming out for the SIRN system; Information will be going to the RIC's
- 6) Discussed the conference
- 7) Wood county asked for AuxComm class; Working on getting additional info such as dates and locations
- 8) Next meeting March 21

RIC Region 2 – Tom Hart

RIC Counties - Hancock, Brooke, Ohio, Marshall, Wetzell, Tyler, Doddridge, Harrison, Marion, Monongalia, Preston, Taylor

- 1) Last met on January 16th in Fairmont; 19 members present
- 2) Discussed communications exercise for the future in another area
- 3) Discussed Harrison County EMS holding a programmer training
- 4) Wetzell county 911 requested Kenwood programmer training



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- 5) RIC2 voted to approve letter of support to Doddridge tower project
- 6) Discussed the proposed FirstNet sites in the area
- 7) Next meeting is February 13 at Mon County Health Department with Region 2 EMA
- 8) Danny Kirby asked about keeping the Guard in mind for usage of a satellite fly away kit as part of the exercise

RIC Region 3 – Jeff Polczynski

RIC Counties - Grant, Hardy, Hampshire, Berkeley, Jefferson, Mineral, Morgan

- 1) Last Meeting was January 16
- 2) 12 members present
- 3) Provided January update from SIEC meeting
- 4) Discussed the upgrade and MCC7500 consoles
- 5) David Neal was at the meeting
- 6) Fred Kinder gave an update on his new site
- 7) Discussed the Berkeley County
- 8) Discussed SB 289 about 911 Fee's
- 9) Mineral County Director Luke McKenzie leading an effort for TERT (Telecommunicator Emergency Response Team)
- 10) Next meeting is February 20, 2019 and a phone bridge available

RIC Region 4– Fred Channel

RIC Counties - Pocahontas, Pendleton, Webster, Randolph, Tucker, Barbour, Upshur, Braxton, Gilmer, Lewis

- 1) Fred Channel is working with Lisa Paxton to collect contact information and by-laws for RIC 4.

RIC Region 5 – Rodney Evans

RIC Counties - Mercer, McDowell, Wyoming, Raleigh, Summers, Monroe, Greenbrier, Nicholas, Fayette

- 1) No report

RIC Region 6 – Steve Vititoe

RIC Counties- Cabell, Boone, Lincoln, Logan, Mason, Mingo

- 1) No meeting in January
- 2) The RIC did want to make sure that the site information pertaining to the upgrade would be distributed
- 3) The next meeting is February 21 at 10am

Motion to Approve Committee Reports: Steve Vititoe **Second:** Dirk Burnside
Motion Passed



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New Business

- 1) Danny Kirby asked for SIRN/SIEC personnel to be present at the World Scout Jamboree during the event for joint decision making about the system.
- 2) Dave Saffel advised that a MedComm license had expired. He is working to reapply for the license. It is 5 pages worth of frequencies. APCO provided a quote for doing it based on the State Police fee it is \$1,800.50 and that is a reasonable price. Kris Mulner who works for RETI (that is the medical command interface) may be able to help. A letter from DHHR is needed to apply for licenses for Medical Command. Dave Saffel believes that the WV Code removes all the conventional medical command equipment from DHSEM back to DHHR. Dave believes that we should move forward with renewing the license. He does not believe that the conventional MedComm 450 repeaters at hill tops are part of the DHSEM/SIRN integration. Dave Eubank asked who would pay for those equipment repairs. Dave Saffel believes clarity is needed. Director Todorovich indicated that the \$1,800.50 fee will be paid. Dan Armstrong will become engaged for additional.
- 3) Lisa Paxton will be getting a P card soon.

Old Business

- 1) SIRN tech's transfer to Military Authority is an ongoing project. Tim Basford is assisting in the writing of the job description. Upon completion Director Todorovich will meet with each tech to discuss the option of transferring to MA and answer any questions that the tech may have to help them make an informed decision if they wish to transfer.
- 2) Director Todorovich reported that he has done a budget improvement package. He will be meeting with Ann Urling of the governor's office who has pledged support in helping find a funding stream for SIRN.

Motion to Adjourn Meeting: Dave Saffel **Second:** Danny Kirby
Motion Passed