



West Virginia Statewide Interoperability Executive Committee Meeting Minutes

Date: May 8, 2023	Time: 13:33	Location: RETI Flatwoods
Meeting Called To Order: Bobby Hoge		

SIEC Membership & Participation

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

1	Bump, Paul	X	WV Zone 1 Switch Agency
2	Wriston, Jimmie	CC Proxy – Patrick Shea	WV Department of Transportation
3	Channell, Fred	Proxy – Brandon Tice	RIC 4 Chairman
4	Blosser, Travis		WV Municipal League
5	Spence, Josh		WV Office of Technology
6	Zilinski, John	CC	RIC 5 Chairman
7	Miller, Jeffrey	CC Proxy – Tyrone Gore	WV Parkways Authority
8	Hart, Tom	X	RIC 2 Chairman
9	Tatum, Mike	Proxy – Robert Hoge	WV E-911 Council
10	Chambers, Jack	Proxy – David Simmons	WV State Police
11	McConnell, Dustyn	X	WV SWIC
12	McCallister, Roy	X	RIC 1 Chairman
13	Crane, Bill		WV National Guard
14	Howard, Tom		WV Sheriff's Association
15	Cadle, Pat		WV County Commission Association
16	Polczynski, Jeff	CC	RIC 3 Chairman
17	Ratliff, Jody	Proxy – Tim Priddy	WV Health & Human Resources
18	Saffel, Dave	X	APCO
19	Tyree, Ken	Proxy – Bobby Palmer	WV State Fire Marshal
20	Mccabe, GE	X	WVDEM Director
21	Vargo, Lou	CC	WV Zone 3 Switch Agency
22	Vititoe, Steve	X	RIC 6 Chairman
23	Rose, Richard		WV Emergency Management Council

Non-SIEC Board Members Present

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

1	RC Faulk	X	Assistant SWIC
2	Bill Wood	CC	SIRN
3	Brooke Hess	CC	Loudoun Fire
4	James Gianato	CC	SIRN
5	John Davis	CC	SIRN
6	Nathan Sayre	X	WVSP
7	Greg Hendry	X	SIRN
8	Mike Spangler	X	WVDNR
9	Tom Gagnon	X	CISA



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10	David O'Brien	X	Technical
11	Tony Novel	X	RIC 2
12	Dirk Burnside	X	Technical

Previous Minutes Reviewed and Approved

- **Motion:** **Dave Saffel**
- **Second:** **Brandon Tice**
- **Motion:** **Passed**

Technical Committee Report – Dave Saffel

- Equipment testing – Testing continues on the Motorola NEXT. We have received all of the NEXT radios I believe, and we continue to determine what it does and does not do like a Standard APX.
- Programming
 - Current Versioning –
 - Motorola **APX 30.00.00** - MEGA Firmware **30.01.00 (Released 5/5/2023)**
 - **APX Tuner – R30.00.01 (Released January 2023)**
 - Motorola CPS 20.01.00 – Firmware 20.50.10
 - Kenwood – KPG-95DGN v 8.30 (10 Series) Firmware – 4.43 (v2) 6.14 (v3)
 - Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
 - Kenwood – KPG-D1N 5.01 (NX-5X00 & 30 Series)–Firmware 5.01-adds their version of ADP to the radios if you get the license (no cost)
 - Armada - **1.36.24**
- System Managers Report – April 2023
 - PTT = 3,693,874
 - Calls = 3,155,838
 - Busy = 13,213
- New talkgroup request for Berkeley County – Requesting a non-dispatch litter pickup. Paul Bump motion, second David Obrien.
- FCVA will be abandoning their Elite Dispatch direct connect and installing a new county system; SIRN I/O to RF resources.
- Time for master site patching again; May 10 and 11 are the dates; Already sent out a notice to all.



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- Post upgrade report - TDMA still not working properly; Motorola has brought Kenwood people in to work on the issue. Motorola has found one fix and believes that it will be necessary for the vendors to put out firmware updates for subscriber units. The State Police and Elkins PD reported that when scanning channels, a display will show that there is a display showing receive, but no audio will come through.
- The subject of Fire and EMS paging was raised by Randolph County. The Unification G3 and later pagers removed the necessity of “Broadcast Paging”, and works much better than in the past. We will be looking at what is being done currently in several locations and possibly rewrite the “Broadcast Paging” document.
- The Jefferson County Commission met regarding the possibility of a site in Shepherdstown. They are looking for sites, and they are in favor of a site there.

Important Technical Information

Channel ID Plan	3 FDMA No longer in use	4 FDMA	5 FDMA	6 TDMA	7 TDMA
Bandwidth	12.5 kHz	12.5 kHz	12.5 kHz	12.5 kHz	12.5 kHz
Transmit Offset Sign	+	+	+	+	+
Transmit Offset MHz	5 MHz	5 MHz	9 MHz	5 MHz	5 MHz
Channel Spacing	12.5 kHz	6.25 kHz	6.25 kHz	6.25 kHz	6.25 kHz
Base Frequency	453.025 MHz	450MHz	400 MHz	450MHz	460MHz

Important Kenwood Programming information (UPDATED 04/12/16):

Check Background Hunt and RSSI CC Hunt

BER = 4.0 (default)

Hunt Start Time (Hunt) = 300

Hunt Start Time (Idle) = Not changeable version 2

Acceptable RSSI Level = -108 (default)

Good RSSI = -88 (default)

LM1 = 0 (default)

Home RFSS = FE

Home Site = FE

(FE disables the radio from trying to look for a Home RFSS and Home)

PTT Release Hunt = unchecked

Hunt Option > Slot = 99 (ensures all adjacent sites are searched)

Hunt Option > Sampling Rate = 7 (number of adjacent sites)



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Cyber Security Sub-Committee Report – Danny Kirby

- No report given.

Policy and Procedures Committee Report – John Zilinski

- Updated direct connect console site policy.

Training/Education/Outreach Committee Report – Bobby Palmer

- Update was given on the progress of the SCIP update.
- Reminder to every one of the upcoming SCIP update webinar.
- Ongoing classes were discussed. Status of the RADO class from the CISA TA process is still pending finalization.
- Reviewed Cody Fortner and Richard Filipek task-books and recommend approval.

Conference Committee Report – Steve Vititoe

- Discussed the information from Camp Dawson that the auditorium will be closed for the 2023 Conference and possible backup plans. RC Faulk will contact Dawson and get a list of alternative options. Also discussed having more breakouts and a less of a need for the auditorium type space.
- Everyone is reminded to provide ideas for the agenda including from the RIC level.
- The vendor portal is now open for vendor registration.

Planning Committee Report – Bobby Hoge

- Application from Sheperd University was received and approved.

New & Emerging Technologies – Paul Bump

- Did not meet.

RIC Region 1 Report – Roy McCallister

Kanawha, Clay, Putnam, Jackson, Roane, Calhoun, Ritchie, Wirt, Wood, and Pleasant

- No minutes provided.



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RIC Region 2 Report – Tom Hart

Hancock, Brooke, Ohio, Marshall, Wetzel, Tyler, Doddridge, Harrison, Marion, Monongalia, Preston, Taylor

- Have not met since the last meeting.

RIC Region 3 Report – Jeff Polczynski

Grant, Hardy, Hampshire, Berkeley, Jefferson, Mineral, Morgan

- No minutes provided.

RIC Region 4 Report – Fred Channel

Pocahontas, Pendleton, Webster, Randolph, Tucker, Barbour, Upshur, Braxton, Gilmer, Lewis

- No minutes provided.

RIC Region 5 Report – John Zilinski

Mercer, McDowell, Wyoming, Raleigh, Summers, Monroe, Greenbrier, Nicholas, and Fayette

- Minutes are attached.

RIC Region 6 Report – Steve Vittoe

Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Last met on April 27, 2023 at Mason 911.
- Discussed updating the voting memberships as several current member positions have never been filled.
- Several projects ongoing in the RIC.
- Interest in having more joint RIC meetings.

Business Conducted

- Technical committee recommends approval of the Berkeley Litter Control talkgroup; 2nd by Paul Bump; Motion passed.
- Policy committee recommends approval of the update to the Direct Connect Console Site policy; 2nd by Tom Hart, Motion passed.



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- Committee recommends approval of Cody Fortner and Richard Filipek task-books; 2nd by Paul Bump; Motion passed.
- Application for Shepperd University was received and Planning Committee recommends approval as free-standing agency; 2nd by Dave Saffel; Motion passed.
- Next meeting is set for June 12, 2023.

Meeting adjournment.

- **Motion:** **Tom Hart**
- **Second:** **Dave Saffel**
- **Motion:** **Passed**



Regional Interoperability Committee – Region 5

April 2023 Meeting Minutes

Wyoming County 911 Center or Virtual Thursday, April 13, 2023 – 10:00 Hours

CALL TO ORDER

- The meeting was called to order at 10:14 by RIC Chair John Zilinski.

SIGN IN SHEET

- **Present:** John Zilinski, Tim Ellison, Cody Fortner
- **Virtual:** Jeffrey Smith, Jordan Clendenin, Kevin White, Richard Filipek, Richard Miller, Robert Bowman, Sheena McClung, Stan Wilson, Steve Lipscomb, Theresa White, John McGinnis
- A copy of the sign in sheet is attached for reference.

APPROVAL OF AGENDA

- Motion By: Steve Lipscomb
- Seconded By: Tim Ellison
- Motion Carried

APPROVAL OF MINUTES

- Motion By: Tim Ellison
- Seconded By: Cody Fortner
- Motion Carried

TECHNICAL MEETING

- No version updates or statistics were received at the last SIEC meeting. If Mr. Zilinski receives those, he will send those out to the RIC members.
- Introducing Incident Response Plan for Cyber Security attacks by Kirby. More to come at a later date.
- Testing Smart Connect by Motorola. Several people throughout the state have been contacted to assist with testing. There is a yearly subscription fee that will enable to connection to SIRN through Wi-Fi and LTE. Will assist with coverage inside of buildings where connectivity is limited.

POLICY AND PROCEDURE

- Approved Equipment List was approved and has been published to the SIRN website.
- Communication Tower Policy – this provides national specifications on how a tower site should be constructed and the minimum requirements. This policy was approved and published to the SIRN website.

TRAINING AND OUTREACH

- SCIP is scheduled for October 11, 2023 – Hopeful it will be finalized.
- ICS-300 and ICS-400 classes were sent out last week by Brent Burger from EMD for June.
 - ICS-300 June 26-27, 2023
 - ICS-400 June 28-29, 2023
 - Both courses will be at WV Public Safety Training in Dunbar. Times for each class vary.
 - Theresa White also indicated that a Train-the-Trainer course may be coming up for these courses. Possibly one in the northern portion of the state and another in the southern portion. If there is a lot of interest in either of these classes in a specific area or region, it can be set up depending on the need and availability.
- G-191 Class – Theresa White mentioned this class is coming to every region. Region Five's will be in Nicholas County on June 13. The next closest class would be in Buckhannon on June 15.
- There was a general discussion from the group on maintaining a regional training tracker. Theresa indicated that the state is updating EMDs website and the liaisons is hopeful to push all training opportunities out on the website.
- AUXCOMM Class was held in Raleigh County in March. There were 15 students that attended. The next class will be in Morgan County, instructed by Jim Mangus.
- Several programmer trainings coming up at the WV Public Safety Expo. If interested, send programmer application to RC Faulk and register for the individual courses through the public safety expo website.
 - Wednesday, May 11 – Motorola APX
 - Thursday, May 12 – Armada (Kenwood VP Series)
 - Friday, May 13 – NX Series
- WV-COML class can be scheduled for the region. Mr. Zilinski offered to host the class at Raleigh County 911, possibly in late summer. Mr. Zilinski will coordinate this with Jim Mangus.
 - Cody Fortner sits on the Conference Committee for the WV APCO Chapter which is looking to have a conference in early Fall. May look at holding one of these classes there, he will introduce the idea to the other committee members. Mr. Zilinski will coordinate this with Jim Mangus.
 - Theresa White mentioned offering this class at ESCAPe in February.

CONFERENCE

- The SIRN Conference is September 24-28 at Camp Dawson in Preston County.
 - Programming classes will be offered. Application must be submitted to RC Faulk prior to taking the training courses for anyone that is not a current approved programmer through SIRN.

PLANNING COMMITTEE

- No update on the Lick Tower site with the WV Turnpike.
- Hinton Site – Steve Lipscomb hasn't heard of any changes. No updates.
- Richwood Tower – Site visit was to be scheduled last month. There are business frequencies available. John McGinnis hasn't heard of any other updates.

CURRENT AND EMERGING TECHNOLOGIES

- A brief discussion regarding AT&T FirstNet commenced among the group. It's been five years since FirstNet was made available. Looking forward to what they have to offer in the future.

COUNTY / AGENCY NEWS

- Nicholas County – ICS-300 & 400 classes scheduled for May 20 – 21. Being offered through the Nicholas County Fire School. Everything is still on course with the renovations of the new 911 center. Projected move date is June 1.
- Summers County – Nothing other to report than what was discussed on the Hinton Tower Site.
- Raleigh County – Richard Filipek gave update – met with Pete Marotta last week and also discussed the WAVE app, which is a \$96/year subscription that will basically turn your cell phone into a radio. If anyone is interested in a trial, contact Pete directly. This has to be coordinated through SIRN and Pete Marotta in order to get you the appropriate talkgroups.
- WVSP – Kevin White assisted with David Lord's radio issues. Not sure exactly what happened when they were updated. Still waiting to hear more. Nothing further to report.
- Monroe – Looking to move forward on Peter's Mtn. Site.
- NPS – Nothing to report.
- Bradley/Prosperity VFD – Working with Mr. Zilinski on updating Radio ID's. Nothing else to report.
- Greenbrier County – Nothing to report.
- McDowell County- Looking to add a tower site in the Bradshaw area. Nothing further to report.
- Wyoming County – Previous wind storm damaged several antennas in the Mullens area. Working with the Corp of Engineers and looking for a site to add to the Hanover area. Minimal to no coverage in that area of the county.

NEW BUSINESS

- There was no new business to discuss

OLD BUSINESS

- Mr. Zilinski indicated that he was reviewing the by-laws. Hopes to have a draft to review at the next meeting.

NEXT MEETING

- Next meeting will be on Thursday, May 18, 2023 at the Greenbrier County 911 Center. Meeting will convene at 10:00 hours.

ADJOURNMENT

- Motion By: Bobby Bowman
- Seconded: Tim Ellison
- Motion Carried – Meeting was adjourned at 10:48 Hours

Meeting Transcribed by D. Cody Fortner, RIC 5 Recorder