



Standard Operating Procedure

Title / Subject

Talkgroup Use & Restriction

References/Updates:

08/07/2023

1. Introduction/Purpose

This policy is pertinent to any agency/programmer on how each user should utilize a Talkgroup. The purpose is to clearly define primary talkgroups for various agencies and if permission is needed or not.

2. Definitions

All definitions are located in the "Definitions" document located on the SIRN Website at www.sirn.wv.gov.

3. Talkgroup Use and Restriction

- a. Dispatch talkgroups shall be programmed into radios of a like discipline.
 - i. Primary Dispatch Talkgroups shall be made available to agencies of similar discipline for interoperability purposes, notwithstanding any other section of SIEC Policy. No special permissions will be required for Primary Dispatch Talkgroups. (See Section 6.k.1 for additional requirements on sharing).
- b. No dispatch talkgroups shall be encrypted.
- c. Agency private talkgroups/channels may only be programmed into radios owned by the named talkgroup owner agency.
 - i. Programming of private talkgroups from disciplines other than the assigned owner of the talkgroup to a radio may be explicitly granted by written form by the department heads, after being agreed upon by all affected agencies.
 - ii. Agency private talkgroups may be encrypted at the discretion of the "owner" in accordance with the encryption policy.
- d. Tactical and Event talkgroups may be authorized for use at the discretion of the county point of contact.
 - i. It is desirable for each county discipline (i.e., Law Enforcement, Fire, and EMS) to have common tactical and/or event talkgroups to be shared for interoperability purposes.
- e. All potential system issues shall be directed to the SWIC and the SIRN Technical Committee who are to be involved in the attempt to resolve the potential issues.
- f. All programmers must follow the approved technical standards as set by the SIEC.
- g. Testing may be performed with settings as long as the values do not interfere with system operation.
- h. No permanent standing patches of any type or technology permitted. One-way outbound alert paging to a legacy channel would be permitted. Intra-agency patches would be allowed on an as-needed basis until revoked by the Technical Committee.
- i. Channel naming should follow guidelines of the SIRN. See the SIRN Channel Reference Table on the website. Many users are not aware that channels are capable of talking to each other if the names are not exactly the same.
- j. Talkgroup Use shall not be assumed, written permission to use a talkgroup of another is strictly required and enforced.
 - i. This permission must come from the primary POC; not everyone can grant permission for use.
- k. While talkgroup use shall not be assumed, these talkgroups cannot be used by anyone or for any other purpose than is listed without written permission.
 - i. SOS Channel – Emergency channel valid statewide. It is monitored by multiple agencies. Though monitored, this channel only provides the ability for a dispatch center to know that an

emergency has occurred, but does NOT provide any location information for the monitoring station. This channel is valid for any radio discipline. See the SOS Channel policy section below for specific requirements on programming.

- ii. Dynamic Regroup – This channel is controlled by the System Operator and allows for a defined group of radios to be “pushed” to a common channel. This channel must be in each radio one time. This channel is valid for any radio discipline.
- iii. DHSEM 1 & DHSEM 2 – These channels are monitored 24/7 by the WV Emergency Management Division. This will allow direct communications with the state EOC. These channels are valid for Emergency Management, 911 Centers and State or Federal Agencies that must coordinate with the state EOC.
- iv. BSA – The 64 Channels identified as BSA Talkgroups will be used to operate the BSA events. BSA 01-32 are for BSA operations and BSA 33-64 are for Public Safety operations. Some talkgroups are local to the BSA reserve and some are wide area. The specific use will be assigned as needed and communicated accordingly. These are to be broken into 4 zones of 16 talkgroups and titled BSAA, BSAB, BSAC, BSAD. The channels should be labeled BSA 01 thru BSA 64. These talkgroups can be placed in any radio with channel capacity however public safety radios should have BSA 33-64 if the radios have limited channel capacity.
- v. DOT – The talkgroup DOT-3, which is the Traffic Management Center talkgroup, is used to communicate with DOT/DOH units as well as the Traffic Management Center (TMC). This channel is valid statewide for use by any first responder discipline without a need for interagency agreements.
- vi. Turnpike – The “Turnpike General” (TP General) talkgroup is used for units to talk to the Turnpike Control Center to coordinate operations. This talkgroup is valid in radios that border the Turnpike and/or Evacuation Routes that are assigned to Emergency Management Administrative Staff, 911 Center, EOC and Mobile Operations Units only.
- vii. State Police – These talkgroups are to be used to communicate with the WV State Police Dispatch and State Police units. Primary dispatch talkgroups are valid for Law Enforcement Units and 911 Centers Only.
- viii. DNR – These are used to communicate with the WVDNR dispatch and field units for interagency response. These are valid for Law Enforcement, 911 Centers; this is for the primary dispatch talkgroups only.
- ix. DOC – These talkgroups are used to communicate with the WVDOC dispatch centers, facilities and field units for interagency response. They are valid for Law Enforcement, 911 Centers; this is for the primary dispatch talkgroups of each facility and for the statewide dispatch talkgroup.
- x. National Guard – These channels are used to communicate with the WV National Guard to coordinate details and makes requests to the JOC. They are valid for 911 Centers, Emergency Management and certain others as needed to fulfill missions. Contact the WV National Guard Communications Section for specific use authorization.
- xi. Agriculture – The WV Department of Agriculture permits the use of their DOA-1 talkgroup as needed for coordination with them on details and functions. They are valid for 911 Centers and Emergency Management.
- xii. REG# SECURE – These regional talkgroups are strapped with encryption only by the system for use with the reserved system CKR99.
- xiii. 911 Talkgroups – These are used to contact the various 911 centers around the state. They are valid statewide. They can be put into any radio discipline. Use restrictions are as follows;
 - 1. **Not to be used for day-to-day dispatch operations.**
 - 2. Can be used by units traveling outside of the county for official purposes
 - 3. Can be used to contact another county for assistance
 - 4. Each county should monitor the 911 talkgroup assigned to their coverage area
 - 5. Can be used for 911 center to 911 center coordination and call passing
 - 6. Is not to be used as a Talk or Tac channel, Official Use Only

initiating the pursuit should notify their primary dispatch center on their primary dispatch channel of the pursuit giving as much detail as possible and following local policy

3. For a pursuit that crosses or has the potential to cross county boundaries the unit(s) involved should notify their primary dispatch that they are potentially leaving the county and request a move to the PURSUIT channel. Once approved the units will change to the initial pursuit channel.
 - a. It is highly recommended that a single press or direct channel button be programmed, to allow the users to switch channels simply.
 - b. Should the primary pursuit channel be in use, the alternate channel should be used.
 - i. It is not recommended that more than one pursuit be handled on a single channel at a time.
 - iv. Once the event has stabilized a coordinated switch back to normal operations shall be made in coordination with the 911 center, units involved and supervisors.
- o. Improper use of any talkgroup may result in the deactivation of certain radios, talkgroups up to and including the deactivation of all radio and talkgroups for a particular jurisdiction, without notice! This is done to protect the safety of other users and the integrity of the system in general.