



West Virginia Statewide Interoperability Executive Committee Meeting Minutes

Date: August 9, 2021	Time: 14:20	Location: Flatwoods
Meeting Called To Order: Bob Hoge		

SIEC Membership & Participation

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

1	Bump, Paul		WV Zone 1 Switch Agency
2	White, Byrd		WV Department of Transportation
3	Channell, Fred	X	RIC 4 Chairman
4	Dooley, Lisa	Proxy – David Erwin	WV Municipal League
5	Spence, Josh		WV Office of Technology
6	Zilinski, John	CC	RIC 5 Chairman
7	Miller, Jeffrey		WV Parkways Authority
8	Hart, Tom	Proxy – Tom Hart	RIC 2 Chairman
9	Tatum, Mike	Proxy – Bob Hoge	WV E-911 Council
10	Cahill, Jan	Proxy – Jeff Perry	WV State Police
11	Neal, David	X	WV SWIC
12	McCallister, Roy	Proxy – Jim Mangus	RIC 1 Chairman
13	Crane, Bill	Proxy – Danny Kirby	WV National Guard
14	Stephens, Steve		WV Sheriff's Association
15	Piercy, Jennifer		WV County Commission Association
16	Polczynski, Jeff	CC	RIC 3 Chairman
17	Mills, Michael		WV Health & Human Resources
18	Saffel, Dave	X	APCO
19	Tyree, Ken	Proxy – Bobby Palmer	WV State Fire Marshal
20	Mccabe, GE	Proxy – Bobby Hoge	WVDEM Director
21	Vargo, Lou	CC	WV Zone 3 Switch Agency
22	Vititoe, Steve	X	RIC 6 Chairman
23	Meadows, Dean	CC	WV Emergency Management Council

Non-SIEC Board Members Present

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

1	Mike Spangler	X	
2	Fred Kinder	X	
3	David O'Brien	X	
4	Chris Shrader	X	
5	Dirk Burnside	X	
6	Dustyn McConnell	CC	
7			
8			
9			



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Previous Minutes Reviewed and Approved

- **Motion:** Jim Mangus
- **Second:** Danny Kirby
- **Motion:** Passed

Technical Committee Report – Dave Saffel

- Equipment testing – None
- Programming
 - Current Versioning –
 - Motorola APX **24.00.00** - MEGA Firmware **24.00.00**
 - **Firmware note** – Do NOT use 23.02.00 when there is a **HARDWARE** ADP encryption board present. If there is any doubt, do NOT use this firmware.
 - **APX Tuner – R22.00.00 (Released November 2020)**
 - 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 4.40 (NX-5X00 & 30 Series)–Firmware 4.40
- System Managers Report – Stats for the system to the end of July:
 - Calls = 27,002,170
 - PTT's = 50,554,977
 - Busy = 45,939
 - Talk time = 75,937 hours, 44 minutes, 27 seconds
- TDMA plan report – Ohio County, Brooke County, and Marshall County recently changed all talkgroups to Dynamic Dual Mode. Issues were found in Ohio County and Wheeling Fire that the effort was less than a success. I spoke with Lou and Bearcom and they asked to have their talkgroups returned to only FDMA. Bearcom indicated that the issue was related to subscriber unit programming and they would be assisting to remedy that. Marshall and Brooke remain in DDM.
- There are several sites that are in need of additional channels. Currently, those sites are:
 - Catherine's – Application to be filed – Waiting for one LOC from Wheeling prior to filing application. Lou Vargo indicated he would reach out to the licensee.



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- For July, Motorola restarted the monthly patching and update service. Due to the length of time since the last attempt and the size of the update they did a partial push to certain IP address targets and did NOT hit the entire system. The next round of updates, which will be the August window, will target the entire system and workstations that were missed in July will be caught up in the August cycle, and then in September we should be on a regular pattern. From what has been updated so far, there were few failures at all; not near the trouble that the first one caused.
- Demo radios- Policy needs to be updated requiring manufacturers to submit four radios, chargers, un-expiring programming software, and programming cables.
- Update to the Administrative Policy to reflect the radio testing. Motion to approve – Jim Mangus. Second – Bobby Hoge. Approved
- Cybersecurity subcommittee – Report from the Cybersecurity subcommittee regarding efforts to create a methodology to determine the best way to insure that the SIRN system is secure. No report. Danny Kirby will move forward with the assumption that we desire a through in depth evaluation.
- Kenwood complaint from Mason – The Technical Committee needs a code plug from the problematic radios. Until that time, the screen shots that were provided by the 911 director indicate no problem. Checks of the SIRN system equally reflect no problems. Being able to look at the problematic code plugs would seem to be the next logical step.
- ICOM complain from Roane Co.- The code plug from a Roane County portable was analyzed and found no significant problems. No code plug was provided for any mobiles, so unless they are programmed identical, the potential for problem still exists there. If there are no differences in the programming, then it would seem that the ICOM radio might be slightly less capable than those of the other manufacturers, that do not seem to be having problems in the area of Roane County.
- Resolution of problem in Mason County EMS and Law in Cabell County – The Technical Committee was wondering if the problem of Mason County radios losing connectivity once they were in Cabell County has been resolved?
- Upshur County has been attempting to get a price from Motorola for a price for the CSSI to connect their Mindshare console to the system. At the time of this meeting, they have not received anything from Motorola.



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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)

Policy and Procedures Committee Report – John Zilinski

- Technical and Policy committee reviewed the updated Admin policy as noted above.

Training/Education/Outreach Committee Report – Roy McCallister

- Committee discussed pending TA's that the State has out.
 - Those are INCM and INTD (second offering)

Conference Committee Report – Jeff Perry

- Finalizing agenda
- Working to get procedure in place to accept online registration payments



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Planning Committee Report – Bobby Hoge

- Applications for affiliation First out EMS LLC, Committee recommends approval for communications with local 9-1-1 and medical command and hospital contact. No access to private talkgroup. Seconded by Jim Mangus Motion approved.
- Tower Contract - 1st contract rejected by Purchasing, had pre bid meeting last week, trying for fixed rate for 5 years, concerns with material costs.
- Inspection and certification contract is approved. They have 11 sites to inspect and present report back on fixes to issue PO for the work to proceed.
- HCI shelters pro and cons were discussed.
- Microwave Upgrade - Motorola has 2 sites Glen Jean to Layland and Bald Knob to Hinton.
- Green Knob - Transitioning from Hady Telephone to SIRN, landowner on board, working with DOH on road maintenance.
- Catherines - Stacking tower, shelter is ordered. HCI power plant is stored in Marion Co. Need to renew STA with FCC.
- Hinton - Premier construction walk through, civil engineering and working on contract to purchase steel and construct tower.
- Dingess - Paperwork submitted to AEP for colocation and fees for S/A submitted. Added to Aviat buildout plans.
- Richwood - Met with John McGinnis. Preliminary plans with Aviat for engineering and working with Green Bank, but is out of the quite zone
- Horsepen - Will reach out to Tim Cole with POCA Royalties about lease.
- Gary - looking at alternate site or constructing tower, lease is very cost prohibitive.
- West Union - Waiting on the FCC for the frequencies. Fence company will be scheduling to come out and install. Most of the simulcast equipment is in and Millers Communications will be installing the equipment by the end of the month. Once done we will need to get the state up to program Motorola gear.
- Wileyville - Steve Yoho has verbal agreement on lease, working with Prosecutor to get executed.



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- Princeton - SHPO and Frequencies approved, FAA & TowAir filed and approved. Have Tower Contractor. Waiting on Tribal lands, ASR, EPA & Generator permit. Once all approved, will begin on GEO. Projected to begin in September.
- Lancaster - Started on due diligence, had walk through with contractor.
- Confidence – Bid on tower, Commission has on hold to compare with other projects. Only one bidder.

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 report received.

RIC Region 2 Report – Tom Hart

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

- No report received.

RIC Region 3 Report – Jeff Polczynski

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

- No report received.

RIC Region 4 Report – Fred Channel

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

- No report received.

RIC Region 5 Report – John Zilinski

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

- No report received.



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RIC Region 6 Report – Steve Vititoe

Cabell, Boone, Lincoln, Logan, Mason, Mingo

- No report received.

Business Conducted

- Committee reviewed and updated the Elite Dispatch Site policy and recommends approval. Second by Fred Channell. Motion passed.
 - To be effective from the passage and document passage date in the change section of the policy.
- Technical committee reviewed the updated Admin policy as relates to radio testing. Committee recommends approval and second by Jim Mangus. Motion passed.
- Discussed OTAP and OTAR.
- Technical committee reviewed the updated Admin policy as relates to radio testing. Committee recommends approval and second by Jim Mangus. Motion passed.

Meeting adjournment.

- **Motion:**
- **Second:**
- **Motion Passed**

Date: _____

2021 Meeting Attendance Sheet

Meeting _____

Location: _____

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	NAME	AGENCY/POSITION	PROXY FOR	SIGNATURE
1	RC Faulk	Assistant SWIC		
1	Bump, Paul	WV Zone 1 Switch Agency		
2	Shea, Patrick	Department of Transportation		
3	Channell, Fred	RIC 4 Chairman		<i>Fred Channell</i>
4	Dooley, Lisa	WV Municipal League	David Erwin	<i>Lisa Dooley</i>
5	Miller, Jeffrey	WV Parkways Authority		
6	Hart, Tom	RIC 2 Chairman		
7	Tatum, Mike	WV E-911 Council	Robert Hogg	<i>Mike Tatum</i>
8	Cahill, Jan	WV State Police	Jeff Perry	<i>Jan Cahill</i>
9	Neal, David	WV SWIC		<i>David Neal</i>
10	McCallister, Roy	RIC 1 Chairman	Jim Mambu	
11	Crane, Bill	WV National Guard	Daniel Kirby	<i>Bill Crane</i>
12	Howard, Tom	WV Sheriff's Association		
13	Piercy, Jennifer	County Commission Association		
14	Polczynski, Jeff	RIC 3 Chairman	CC	
15	Mills, Michael	WV Health & Human Resources		
16	Saffel, Dave	APCO		<i>Dave Saffel</i>
17	Tyree, Ken	WV State Fire Marshal	CC	<i>Bobby Palmer</i>
18	Spence, Josh	WV Office of Technology		
19	McCabe, GE	WV DEM Director	Bob Hogg	

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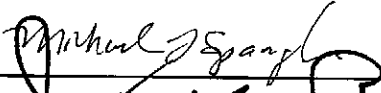

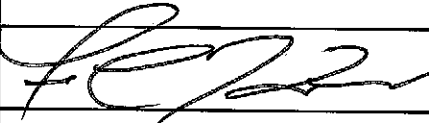
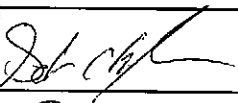
2021 Meeting Attendance Sheet

SIEC Meeting

Location: RETI FLATWOODS

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	NAME	AGENCY/POSITION	PROXY FOR	SIGNATURE
20	Vargo, Lou	WV Zone 3 Switch Agency	cc	Lou Vargo
21	Vititoe, Steve	RIC 6 Chairman		
22	Meadows, Dean	Emergency Management Council	cc	JUSTIN
23	Zilinski, John	RIC 5 Chairman	cc	STEVE LIPSCOMB
24	Harless, Joe	WVSP		
25	Mark Smith	WV SIRN		
26	Spangler, Mike	WVDNR		
27	Mangus, Jim	RIC 1		
28	Gagnon, Tom	ECD/CISA		
29	Tony Novel	RIC 2	Tom Hart	AF Novel
30	Evans, Rodney	WVSP		
31	Mark Yost	WVSP		
32	Kinder, Fred	Technical Committee		
33	O'Brien, David	KAN METRO 911		
34	Shrader, Chris	WVSP		
35	BURNSIDE, DIRK	Technical		Dirk O. Burnside
36			cc	DUSTIN McCONNELL
37				
38				
39				