



# 2018 WV Statewide Interoperability Executive Committee (SIEC) Meeting Minutes

November 14, 2018		
11/14/2018	9:00am – 12:00pm	MedComm, Flatwoods, WV
Meeting Called By	Bobby Hoge, Vice Chairman	

### SIEC Members

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

1	Bump, Paul		WV Zone 1 Switch Agency
2	Burnside, Dirk	X	WV Department of Highways
3	Channel, Fred	X	RIC 4 Chairman
4	Dooley, Lisa	X - Proxy D. Erwin - CC	WV Municipal League
5	Dunlap, John	X - Proxy M. DeBuryn	WV Office of Technology
6	Evans, Rodney	X	RIC 5 Chairman
7			WV Emergency Manager Council (Emg Mgr Assoc)
8	Gianato, Jimmy	X	WV Homeland Security and Emergency Management- Advisor
9	Gore, Tyrone	X – Proxy Lisa Paxton	WV Parkways Authority
10	Hart, Tom	X	RIC 2 Chairman
11	Hoge, Bobby	X – Conference Call	WV E-911 Council
12	Patterson, Reginald	X – Proxy Jeff Perry	WV State Police
13			Statewide Interoperability Coordinator (SWIC)
14	McCallister, Roy	X	RIC 1 Chairman
15	Ogle, Jody		WV National Guard
16	Palmer, Larry		WV Sheriff's Association
17	Parsons, Vivian		WV County Commissioner Association
18	Polczynski, Jeff	X – Conference Call	RIC 3 Chairman
19	Raynes, Melissa	X – Proxy Danny Anderson	WV Health & Human Resources (DHHR)
20	Saffel, Dave	X	APCO
21	Sharp, Bob	X	WV State Fire Marshal
22	Todorovich, Michael		SIEC Chairman/ WVDHSEM Director
23	Vargo, Lou	X – Conference Call	WV Zone 3 Switch Agency
	Vititoe, Steve	X	RIC 6 Chairman

### Non-SIEC Board Members Present

1	Eubank, Dave	X	SIRN
2	Harless, Joe	X	WV State Police
3	Faulk, RC	X	
4	Paxton, Lisa	X	SIRN Business Manager
5	Mangus, Jim	X	RIC 1 Vice Chairman
6	McConnell, Dustyn	X	
7	Neal, David	X	
8	Perry, Jeff	X	WV State Police

### Motion to accept Minutes of last meeting

**Motion: Steve Vititoe**

**Second: Bobby Hoge**

**Passed**

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**Technical Committee – Dave Saffel**

- 1) Programming
  - a. Current Versioning –
    - i. Motorola APX 18.01.00 - MEGA Firmware 18.21.00 <- 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) 6.13 (v3)
    - iv. Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
    - v. Kenwood – KPG-D1N 2.50 (NX-5X00 & 30 Series)–Firmware 2.60
  
- 2) 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.
  
- 3) AEP on Elgood tower – The tower passes structural analysis so from that standpoint, there is no objection. It is necessary for any equipment placed in the building be done under the standards established by SIRN technicians and approved by Dave Eubank prior to anything being moved in. Consideration also needs to be made to the fact that during the upgrade, other equipment will have to be moved both in and out of that building and any other buildings where tenants are considered. Motion to approve Joe Harless, second by Jim Mangus. Passed will recommend to SIEC.
  
- 4) Harris XG-100M to be moved to Tier 1 on the approved equipment list. . Only reason it was not placed on the list was due to lack of Phase 2 (TDMA) capability. Subsequent firmware upgrade has enabled this ability.

Motion: Jim Mangus                      Second Dirk Burnside   Motion passed

- 5) Dirk Burnside requested the ability to place a DB-201 low band antenna on Charles Knob (Grant County) and place a small shelf with a low band mobile in a rack.

**Important Technical Information**

<b>Channel ID Plan</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Bandwidth</b>	12.5 kHz	12.5 kHz	12.5 kHz
<b>Transmit Offset Sign</b>	+	+	+
<b>Transmit Offset MHz.</b>	5 MHz	5 MHz	9 MHz
<b>Channel Spacing</b>	12.5 kHz	6.25 kHz	6.25 kHz
<b>Base Frequency</b>	453.025 MHz	450.000 MHz	400 MHz

**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 (insures all adjacent sites are searched)  
 Hunt Option > Sampling Rate = 7 (number of adjacent sites)

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## Policy and Procedure Committee – Rodney Evans

- 1) Policy revisions to clarify approving Instructors  
Motion Rodney Evans                      Second Steve Vititoe                      Passed
- 2) Reviewed drop off locations for the Upgrade Equipment
- 3) Creating “Plan for Notification of Outages” regarding Upgrade Installation

## Training, Education, and Exercise Committee – RC Faulk

- 1) Discussed with DJ Sigman from FirstNet the possibility of adding our WV eFOG app to the FirstNet local control portal. He is working through that procedure and will let us know.
- 2) COML and AuxComm courses are current and no updates are needed following the SIRN conference.
- 3) We are not sure if West Virginia has received the OEC TA request for 2019 and we are not sure of the status of the 2018 offerings that were in the "pending" status.
- 4) Marty McClain said that we should prepare to finalize and submit the SCIP that we have now.
- 5) Discussed the possibility of collecting new and updated data for updates to the state TIC, FOG and eFOG. We will provide an online web utility for data submission and will begin this in early 2019.
- 6) Hancock County had requested an AuxComm course but Jim Mangus advised that the students did not meet the prerequisites.
- 7) Parkersburg area is interested in having an AuxComm that Jim Mangus is working on and another AuxComm course located at MedComm in Flatwoods on January 26-27 2019.
- 8) It was discussed the need to publish a list of WV AuxComm personnel like we do with the COM-L approved personnel as well as Instructors.
- 9) RIC6 presented a COML application for Matthew Gregg that was presented to the RIC on 3-22-18. According to the RIC, everything was in order with the application and the Training/Education/Outreach received the application and voted to present the application to the SIEC on Tuesday.  
Motion Roy McCallister                      Second Rodney Evans                      Motion Passed
- 10) Discussed with Policy/Procedure committee about updating the requirements for the Instructor section in SIRN policy. Rodney Evans will handle accordingly in Policy & Procedure.
- 11) Discussed amateur radio in conjunction with updates to ESF #2. Paul Howard advised to send suggested additions to him via e-mail. Committee will work on getting this to Paul.

## Planning Committee –Bobby Hoge

- 1) Emergency Mgt Council rep needs replaced. Rodney Evans will reach out to Al Whitaker
- 2) 2019 SIEC Meetings

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## Conference Committee – Tyrone Gore(Lisa Paxton)

- 1) 2019 SIRN Conference will be September 22-27, 2019
- 2) Exploring options for locations
- 3) Suggested Topics:
  - a) Antennae – Jim Mangus
  - b) River Museum Fire - RC Faulk
  - c) Team Building Exercise
  - d) Radio Hands-on Exercise Rodney Evans

## Broadband/FirstNet - Mark DeBruyn

- 1) Continue to work on the rural broadband initiative and tower capacity
- 2) Mark DeBruyn asked for documentation regarding what ISP's and or other third parties are currently co-located on which towers throughout the SIRN, as well as ownership of towers in the system and current lease agreements.
- 3) Mark DeBruyn stated he would make available to SEIC governance committee a summary report of load on Hampshire county tower to be provided by Hampshire County Commission.
- 4) Mark DeBruyn gave an update on Zayo Fiber project across the northern counties and how it would service broadband needs of rural areas, and possibly provide infrastructure for additional towers in the state.
- 5) DJ Sigman updated the SIEC on FirstNet happenings. 3000 accounts statewide

## RIC Region 1 – Roy McCallister

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

- November 8<sup>th</sup>
- Wood County Schools Trailer rolling triage center 28' will be in eTeam can handle 10 people
- Requesting a SIRN radio
- Jim Rose retiring November 30<sup>th</sup>
- Hazard trailer for chemical emergencies
- Next Meeting January 17<sup>th</sup> Ripley Volunteer Fire Department

## RIC Region 2 – Tom Hart

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

- No report

## RIC Region 3 – Jeff Polczynski

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

- Last Meeting October 17th
- Discussion regarding the Motorola Upgrade
- Overview of training software in Jefferson County
- TERC Initiative Luke McKensie is spearheading
- Next Meeting December 5th

## RIC Region 4– Fred Channel

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

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- Nothing to Report
- Next meeting December 18th

## **RIC Region 5 – Rodney Evans**

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

- Last meeting at the Conference
- Discussed System upgrade
- SWIC and Asst SWIC appointments
- New Director Greenbrier County and new planner in Raleigh County
- Meeting TBA in December

## **RIC Region 6 – Steve Vititoe**

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

- No Meeting since conference
- Next meeting TBA - December

## **New Business – Bobby Hoge**

- SWIC - David Neal and Asst. SWIC - RC Faulk positions are pending funding from the governor’s office.

## **Old Business – Bobby Hoge**

- No updates

## **2018 SIEC Meetings (Dates and Locations are tentative)**

December 10 – 11	MedComm Center	Flatwoods, WV
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## **2019 SIEC Meetings (Dates and Locations are tentative)**

January 7 - 8	MedComm Center	Flatwoods, WV		
February 11 - 12	MedComm Center	Flatwoods, WV		
March 11 - 12	MedComm Center	Flatwoods, WV		
April 8 - 9	MedComm Center	Flatwoods, WV		
May 13 - 14	MedComm Center	Flatwoods, WV	EXPO	May 8 -11
June 10 - 11	MedComm Center	Flatwoods, WV		
July 8 - 9	MedComm Center	Flatwoods, WV		
August 12 - 13	MedComm Center	Flatwoods, WV	SERC	August 19 - 22
September 9 - 10	MedComm Center	Flatwoods, WV		
September 22 - 27	2019 SIRN Conference	Kingwood, WV		
October 7 - 8	MedComm Center	Flatwoods, WV		
November 12 - 13	MedComm Center	Flatwoods, WV		
December 9 - 10	MedComm Center	Flatwoods, WV		

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**Motion to Adjourn**

**Motion: Dirk Burnside    Second: Jim Mangus    Motion: Passed**