



West Virginia Statewide Interoperability Executive Committee Meeting Minutes

Date: 03-11-2024	Time: 14:00	Location: RETI
Meeting Called to Order By: Bobby Hoge		

SIEC Membership & Participation

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

Mangus, Jim	X	RIC 1 Chairman
Hart, Tom	Proxy – Tony Novel	RIC 2 Chairman
Polczynski, Jeff	CC	RIC 3 Chairman
Channell, Fred	Proxy – Brandon Tice	RIC 4 Chairman
Zilinski, John	X	RIC 5 Chairman
Vititoe, Steve	X	RIC 6 Chairman
Saffel, Dave	X	WV APCO
Cadle, Pat		WV County Commission Association
Mccabe, GE		WV DEM Director
Wriston, Jimmie	CC Proxy – Pat Shea	WV Department of Transportation
White, Mikyle	Proxy – Bob Hoge	WV E-911 Council
Rose, Richard		WV Emergency Management Council
Ratliff, Jody		WV Health & Human Resources
Blosser, Travis		WV Municipal League
Crane, Bill	Proxy – Daniel Kirby	WV National Guard
Abbott, Heather	CC Proxy – James Dixon	WV Office of Technology
Miller, Jeffrey	CC Proxy – Tyrone Gore	WV Parkways Authority
Howard, Tom		WV Sheriff's Association
Tyree, Ken	XX Proxy – Bobby Palmer	WV State Fire Marshal
Chambers, Jack	Proxy – David Simmons	WV State Police
McConnell, Dustyn	X	WV SWIC
Bump, Paul	X	WV Zone 1 Switch Agency
Vargo, Lou		WV Zone 3 Switch Agency

Additional Participants

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

RC Faulk	X	Assistant SWIC
Dirk Burnside	X	Technical Committee
Fred Kinder	X	Fredrick County Fire
Brooke Hess	X	Loudoun County Fire
David Parsons	X	CISA
Tom Hart	CC	RIC 2
Steven Singer	CC	CISA
Michael Spangler	CC	DNR
Greg Hendry	CC	SIRN Office



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David O'Brien	CC	Kanawha 911
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Previous Minutes Reviewed and Approved

- **Motion: Jim Mangus**
- **Second: Tony Novel**
- **Motion Passed**

Technical Committee Report – Dave Saffel

- Programming
 - Current Versioning –
 - Motorola APX CPS R32.00.00 2023.3 Feature Release – FW R32.03.00 2023.3 Feature Release – 1/17/2024
 - Motorola APX Next – FW R05.05.00 2023.3 Feature Release – 02/15/2024
 - 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 5.10 (NX-5X00 & 30 Series)–Firmware 5.13 - fixes TDMA
 - Armada - 1.40.21
- Testing
 - BKR9000 – The BKR engineer met with SIRN representative and updated our chargers and taught him how to update the batteries. This should complete the testing of the BKR9000 – Discuss approval.
 - Tait – We have heard nothing from them since them stating they wanted to have radios tested.
 - Testing requirement to be updated in the Radio Requirement Policy
 - 4 of each of the following are required to submitted to the SWIC for testing: Radios requiring testing, Belt Clips or holsters, Remote speaker microphones, Chargers, Programming Cables, Encryption cables for use with Motorola KVL, Programming software that does not expire Software System key, If Hardware key is also available, Master key shall be provided with four daughter keys, Portal address with 4 usernames and passwords for programming software and firmware updates (One username and password available to the four testers is acceptable)

It is recommended that the radios equipped with any and all options available for the radio model. A 4000-channel radio that is provided with 2000 channels will be



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a Level 2 radio as it was not tested with the requirement for Level 1. Include absolutely anything you want tested now and in the future. Updating options released later is required for testing purposes prior to release of that option being available for sale. No feature should be approved without prior recommended approval of the Technical Committee.

- System Managers Report – February 2024 Stats:
 - Calls = 2,892,858
 - Busy = 10,049
 - PTT = 3,537,688

- McDowell County SO requests a talkgroup – Motion to approve – Danny Kirby, Second – Tony Novel – Unanimously approved

- Radio Requirement approval level – Level 5 – Radios that are suspended from being currently approved pending action by the manufacturer to remedy the problem(s) that has been identified by the SIEC Technical Committee. Motion – Steve Vititoe, second Tony Novel

- Radio Authentication discussion – This would add a server to our system that will facilitate better control of radios being correctly in our system. It will help with duplicate ID's, cloned ID's, and other problems of radios that should not be in the system. Radio serial numbers and Radios ID's have to be added and linked in the system. All major vendors add the option to a radio for less than \$150 at purchase. There is a cost for the system which we are hoping to fund.

- In addition to adding this, we are requesting that new radio purchases will have licenses included for this. In addition, site purchases are encouraged to have a quantity of those licenses also.

- Cyber Subcommittee has some information to report – We have had a report being proposed from the Chair of the Cyber Subcommittee putting forth some protections for the system. The proposal has been forwarded to EMD for questions and comments prior to discussion from the Technical Committee as a whole. It is hoped that we will have something back from EMD prior to our April meeting.



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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	6.25 kHz	6.25 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)

Cyber Security Sub-Committee Report – Danny Kirby

- Danny Kirby shared some files with Dave Saffel that were forwarded to the State's legal team for review related to the SIEC and cyber security. Additional files were recommended to be sent to Dave Saffel for additional distribution.

Policy and Procedures Committee Report – John Zilinski

- COMU policy that had been distributed for member review was discussed. Jim Mangus suggested an abbreviation change from OEC to ECD in the file. Motion to approve policy with the abbreviation changed by Jim Mangus, second by Dave Saffel, passed.



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Training/Education/Outreach Committee Report – Bobby Palmer

- Presented three PTB's for Pendleton County. Committee recommends to approve those. Jim Mangus second. Motion passed for presentation to the SIEC.
 - Terry Ryan
 - James Ryan
 - Evers Turner
- Jim Mangus advised that ICS-300 would be available to AuxComm participants if needed.
- Jim Mangus advised that Kanawha 911 would cover the State EOC amateur radio traffic if needed.
- Jim Mangus advised that there would be AuxComm participation in the Pennsylvania amateur radio exercise.
- Jim Mangus advised that Washington DC was working on an AuxComm position. Jim Mangus advised we need a State Races officer and to appoint Dirk Burnside. The state was to look into it, but has not moved any more forward.

Conference Committee Report – Steve Vititoe

- Steve Vititoe reported that RC Faulk will not be able to attend Conference 2024, but will assist Steve with files and paperwork to keep Conference on track for 2024.
- Steve Vititoe asked about what classes we want from the RIC's. Also time to start working to get a keynote speaker.
- Additional discussion ensued about what other topics to have including having a "Themed Conference" for this year.
- Members of the committee are urged to participate in the Conference planning this year.

Planning Committee Report – Bobby Hoge

- Application for Highland County Virginia's participation. This will be a free-standing application.
- SCIP Plan will be presented to the SIEC for final approval.



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New & Emerging Technologies – Paul Bump

- Lori Stone reported that they are investigating the recent outage of the network and will be providing information as it's become available.
- DJ Sigmon reported that FirstNet and school safety have been working to go over school coverage.
- DJ Sigmon also reported that we can request a mini CRD from the FirstNet Demo pool if we are interested.
- Paul Bump reported that there is an NG911 conference at Charleston on March 25-28 of 2024.

RIC Region 1 Report – Roy McCallister

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

- Has not met since the last SIEC meeting.
- Next meeting is March 21, 2024 at Ripley VFD.

RIC Region 2 Report – Tom Hart

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

- Minutes attached.

RIC Region 3 Report – Jeff Polczynski

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

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RIC Region 4 Report – Fred Channel

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

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RIC Region 5 Report – John Zilinski

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

- Did not have enough members for an official meeting. General conversation took place amongst those who attended.



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RIC Region 6 Report – Steve Vititoe

Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Last met at Logan College.
- Discussed previous SIEC meeting and discussed projects in various counties.
- Discussed tower inspections for upcoming county projects.
- Set the next meeting for April 25th, 2024 at 10am.

Business Conducted

- SCIP was presented for approval. One grammatical change to be made, otherwise approved as presented; Second by: Dave Saffel; approved. RC Faulk will work with contractors to finalize the grammar and font/spacing issue.
- Technical committee recommends talkgroup creation for McDowell County Sheriff as presented for approval. Second by: Dave Saffel.
- It was reported that Fronter Telco was looking to pass call data across a portion of the network.
- Technical committee recommends adding a Level 5 to the equipment policy to address pending action from a vendor; Second by Steve Vititoe; Motion passed.
- An update on Lick Knob was provided.
- Policy committee recommends approval of the COMU policy as discussed in the subcommittee; Second by Jim Mangus; Motion approved.
- Training Committee recommends approval of the three Position Taskbooks as presented during the meeting; Second by Tony Novel, Motion passed.
- Next meeting:
 - **Date: April 8, 2024**
 - **Location: RETI**

Meeting adjournment.

- **Motion: Jim Mangus**
- **Second: Steve Vititoe**
- **Motion: Passed**

**WV Homeland Security Region 2
Regional Interoperability Committee (RIC) Meeting
Tuesday February 20, 2024
Taylor County Health Department**

There were 14 in attendance.

Minutes of the Previous Meeting: Minutes were presented by Tony Novel. Motion by Jason Wright to approve the minutes & seconded by Shawn Thorn. Motion carried.

Old Business

- Wetzel/Wileyville-Report from Steve Yoho. Working on electrical problems in building, waiting on Aviat quotes to apply for grant for SORN radio equipment.
- Cabell Tower didn't receive tower assistance grant, trying again next year.
- Link Layer Authentication being considered for future. States around us already have it.
- Health team requested 10 air talkgroups and 6 ground talkgroups, 9 for air will be given for dispatch of the air units from their bases. They will be dedicated to the tower closest to their air bases. 3 additional talkgroups will be given for flight following. None have been given for ground at this time.
- WVSP working to gain communications with Weirton PD.
- APX 4000 & 4500 were moved to Level 2 for channel capacity <3000 channels. All radios have to be capable of doing 3000 channels to remain in Level 1.
- Wetzel County moving their main Communications tower to an American Tower on Boston Ridge in Monroe County, Ohio.
- No tower assistance money for Cabell replacement, will apply again next year.
- Discussion to update BY Laws to include virtual meetings. Tom Hart is working to modify and they will be distributed for review.

New Business

- Software & firmware updates for both Kenwood & Motorola have been released;
- Wetzel County moving their main Communications tower to an American Tower on Boston Ridge in Monroe County, Ohio.
- CISA Request 3 talkgroups for their in state operations, granted.
- Cabell adding TDMA to Rotary & Barker towers. 130,000/250,000
- Troop 2 adding another dispatch talkgroup. Jason Wright explain why and maybe some future plans. Charlestown and Romney are the TG's.
- Recorded radio traffic should only be distributed by the agency involved.
- Radio testing form to be updated by the technical group.
- New radio template will be developed, just as a guide.

- New TG's will be made for every County for Emergency Revert Channel.
- Air Care from Virginia requested talkgroups, denied. They can use the flight following TG's already established. Must show need!
- TAIT radios have not been presented to SIRN for testing, not approved on system.
- Mt Morris, PA VFD approved for participation under Mon County umbrella.
- BK's BRK 9000 not approved due to battery charging problems.

Good of the RIC

- SIRN Conference 2024 will be held September 22-26;
- Kevin Clark from Environmental Protection Agency Region III was in attendance to explain about training available and grant money availability. His contact is 304-231-7501 cell or clark.kevin@epa.gov.

Next Meeting; TBA Trying to set up with Emergency Managers since they are umbrella agencies.

Adjournment

- Jason Wright motion
- Dean Gerkin second
Motion passed