West Virginia  
Statewide Interoperability Executive Committee  
Meeting Minutes  

**Date:** 8/10/2020  
**Time:**  
**Location:** Online  
Meeting Called To Order: Bobby Hoge

### SIEC Membership & Participation  
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Role</th>
<th>Organization/Agency</th>
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<tbody>
<tr>
<td>1</td>
<td>Bump, Paul</td>
<td></td>
<td>WV Zone 1 Switch Agency</td>
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<td>2</td>
<td>White, Byrd</td>
<td>CC – Proxy Dirk</td>
<td>WV Department of Transportation</td>
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<td></td>
<td>Burnside</td>
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<td>3</td>
<td>Channel, Fred</td>
<td></td>
<td>RIC 4 Chairman</td>
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<td>4</td>
<td>Dooley, Lisa</td>
<td>CC – Proxy Dave</td>
<td>WV Municipal League</td>
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<td></td>
<td>Erwin</td>
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<td>5</td>
<td>Spence, Josh</td>
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<td>WV Office of Technology</td>
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<td>6</td>
<td>Zilinski, John</td>
<td>CC</td>
<td>RIC 5 Chairman</td>
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<td>7</td>
<td>Miller, Jeffrey</td>
<td>CC – Proxy Tyrone</td>
<td>WV Parkways Authority</td>
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<td>Gore</td>
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<td>8</td>
<td>Hart, Tom</td>
<td>CC – Proxy Tony</td>
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<td>Tatum, Mike</td>
<td>CC - Proxy Bob</td>
<td>WV E-911 Council</td>
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<td>Cahill, Jan</td>
<td>CC – Jeff Perry</td>
<td>WV State Police</td>
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<td>McCallister, Roy</td>
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<td>13</td>
<td>Hoyer, James</td>
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<td>Stephens, Steve</td>
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<td>Piercy, Jennifer</td>
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<td>16</td>
<td>Polczynski, Jeff</td>
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<td>RIC 3 Chairman</td>
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<td>17</td>
<td>Mills, Michael</td>
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<td>WV Health &amp; Human Resources</td>
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<td>18</td>
<td>Saffel, Dave</td>
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<td>APCO</td>
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<td>19</td>
<td>Tyree, Ken</td>
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<td>WV State Fire Marshal</td>
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<td>Kirk, Thomas</td>
<td>CC – Proxy GE</td>
<td>WVDEM Director</td>
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<td>McCabe</td>
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<td>21</td>
<td>Vargo, Lou</td>
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<td>WV Zone 3 Switch Agency</td>
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<td>22</td>
<td>Vititoe, Steve</td>
<td>CC</td>
<td>RIC 6 Chairman</td>
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<td>23</td>
<td>Meadows, Dean</td>
<td>CC – Proxy Justin</td>
<td>WV Emergency Management Council</td>
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<td></td>
<td>Wolfe</td>
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### Non-SIEC Board Members Present  
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

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<thead>
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<tbody>
<tr>
<td>1</td>
<td>Jim Mangus</td>
<td>CC</td>
<td>RIC 1</td>
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<td>2</td>
<td>Dustyn McConnell</td>
<td>CC</td>
<td>Harrison County EMS</td>
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<tr>
<td>3</td>
<td>Joe Harless</td>
<td>CC</td>
<td>WVSP</td>
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</table>
Previous Minutes Reviewed and Approved

- **Motion:** Jeff Perry
- **Second:** Roy McCallister
  - Jim Mangus addition to the attendance section is the only noted correction
- **Motion:** Passed

**Technical Committee Report – Dave Saffel**

- Report from Frequency procurement
  - Status of frequency searching
  - New Sites –
    - North Mountain (Berkeley) – Report from Jeff Polczynski
- Lick Knob – Continuing to discuss the possibility of having to move
- Equipment testing – none
- System Version Upgrade Status – Report by RC Faulk
  - Motorola is finishing up some firewall upgrades in Zone 1 due to customized configurations
  - Motorola is continuing to coordinate recorder and vendor availability to finalize the few remaining 911 Center AIS upgrades
  - Outstanding punch list items continue to be cleared up related to upgrade activities
  - SIRN 7.18 statistics from cut-date through Monday August 3
    - Total Calls: 3,872,457
    - Total Talk Hours: 10,657 hours, 11 minutes, 54 seconds
    - Total Busy: 6,419
    - Total Push To Talks: 7,221,435
  - Powhatan tower site is now on the air and incorporated into the Z3 Simulcast Cell
  - Moundsville site has been absorbed into the simulcast system in Zone 3. Operational and reported working well.
  - Weirton antenna and feed line installation is complete. Racks have all be delivered and installed in the site. The building was not wired electrically with what was needed to power up the racks and SIRN techs will be completing the electrical wiring on 8/11. Motorola is on stand-by to optimize the site as soon as the site is powered up to finalize the install and config.
  - Kanawha County 911 plans to add 2 dispatch sites to the Zone 2 Core
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- **Needed work groups**  
  - 7.18 license components – What has been purchased by SIRN and others, what should potentially be purchased

- **Programming**  
  - **Current Versioning** –
    - Motorola APX 21.40.00 - MEGA Firmware 21.23.00 (All models)
    - 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 4.22 (NX-5X00 & 30 Series) – Firmware 4.24

- **Laurel Tower** – Awaiting a report from the tech for that site

- **RC Faulk** has advised SIRN partners that Band Plan 4 updates will commence the week of August 24th.

**Important Technical Information**

<table>
<thead>
<tr>
<th>Channel ID Plan</th>
<th>3 FDMA</th>
<th>4 FDMA</th>
<th>5 FDMA</th>
<th>6 TDMA</th>
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<tbody>
<tr>
<td>Bandwidth</td>
<td>12.5 kHz</td>
<td>12.5 kHz</td>
<td>12.5 kHz</td>
<td>12.5 kHz</td>
</tr>
<tr>
<td>Transmit Offset Sign</td>
<td>+</td>
<td>+</td>
<td>+</td>
<td>+</td>
</tr>
<tr>
<td>Transmit Offset MHz</td>
<td>5 MHz</td>
<td>5 MHz</td>
<td>9 MHz</td>
<td>5 MHz</td>
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<tr>
<td>Channel Spacing</td>
<td>12.5 kHz</td>
<td>6.25 kHz</td>
<td>6.25 kHz</td>
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<tr>
<td>Base Frequency</td>
<td>453.025 MHz</td>
<td>450.000 MHz</td>
<td>400 MHz</td>
<td>450.000 MHz</td>
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</tbody>
</table>

**NOTE:** This information has changed!!!!

**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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Policy and Procedures Committee Report – Rodney Evans

- Did not meet, Chairperson in training class

Training/Education/Outreach Committee Report – RC Faulk

- Chair was unavailable due to a training session
- Roy McCallister is spearheading the TICP review project.
- Continuing to work with the Conference Committee on the 2020 Virtual Conference

Conference Committee Report – Jeff Perry

- Discussed the upcoming Virtual Conference including possible topics and presenters
- Some agenda topics were listed
- An update was made to the registration form
- An updated reminder of the Conference will be sent out by RC Faulk
- The Conference Committee will meet again later in the week for more work on the Virtual Conference

Planning Committee Report – Bobby Hoge

- Applications for affiliation Air Methods from Hagerstown MD & StatMED Evac from West Mifflin PA. These need to be handled under the OEMS umbrella in DHHR like other Air evac’s
- Calhoun Co update, adding Minnie Hamilton Health Care
- It was reported that there are colocation requests for Grantsville and Pennsboro and Micrologic is interested in adding Broadband capability to the Roanoke site to provide service into Stonewall Jackson Resort
- Hinton – Site needs electrical work; county will assist by adding a subpanel for the GTR racks
- Belleville – tower steel is stacked
- Wyoming County, Jesse Mtn – county looking for funding to possibly purchase the site.
- Cares Act – no information available, no discussion
- Wallace – No update
- Dingess – working on agreement with AEP, getting a load study, and it was reported that we would have to provide our own generator and building
- Horsepen – mutual agreement with AEP to maybe move to the old fire tower location and at the adjacent WVSP property, build a tower with AEP’s assistance by doing the engineering and site building
- West Union – Doddridge/Ritchie -- concrete is poured, the tower is being delivered and the SIRN equipment is on site
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- Wileyville – Wetzel Co – waiting on commission approval and agreement with the new land owner as the previous owner passed
- Motorola – discussing price savings on bulk ordering of items including the SUA changes, site additions, licensing etc
- Gilbert – AT&T projected to build a site, interested in possible colocations
- Logan Co – Dave Saffel received a call last week that a DMR system is being installed for Fire, EMS, and Law and was compatible with SIRN; David Neal will reach out to the county.

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

- Last meeting July 30, 2020
- Next meeting is September 17, 2020

RIC Region 2 Report – Tom Hart
Hancock, Brooke, Ohio, Marshall, Wetzel, Tyler, Doddridge, Harrison, Marion, Monongalia, Preston, Taylor

- Has not met and there are no meetings planned.

RIC Region 3 Report – Jeff Polczynski
Grant, Hardy, Hampshire, Berkeley, Jefferson, Mineral, Morgan

- Nothing reported

RIC Region 4 Report – Fred Channel
Pocahontas, Pendleton, Webster, Randolph, Tucker, Barbour, Upshur, Braxton, Gilmer, Lewis

- Nothing reported

RIC Region 5 Report – John Zilinski
Mercer, McDowell, Wyoming, Raleigh, Summers, Monroe, Greenbrier, Nicholas, and Fayette

- Meeting minutes will be forwarded as soon as completed
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RIC Region 6 Report – Steve Vititoe
Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Nothing reported

Business Conducted

Next meeting August 31st, 2020 with a location to be determined later.

Meeting adjournment.

- Motion: Jeff Perry
- Second: Dave Erwin
- Motion: Passed