West Virginia
Statewide Interoperability Executive Committee
Meeting Minutes

**Date:** 10/12/2021  
**Time:** 13:38  
**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></th>
<th>Name</th>
<th>Position/Agency</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Bump, Paul</td>
<td>WV Zone 1 Switch Agency</td>
</tr>
<tr>
<td>2</td>
<td>White, Byrd</td>
<td>Proxy – Patrick Shea, WV Department of Transportation</td>
</tr>
<tr>
<td>3</td>
<td>Channell, Fred</td>
<td>CC RIC 4 Chairman</td>
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<tr>
<td>4</td>
<td>Dooley, Lisa</td>
<td>WV Municipal League</td>
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<td>5</td>
<td>Spence, Josh</td>
<td>WV Office of Technology</td>
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<td>6</td>
<td>Zilinski, John</td>
<td>CC RIC 5 Chairman</td>
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<td>7</td>
<td>Miller, Jeffrey</td>
<td>WV Parkways Authority</td>
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<td>8</td>
<td>Hart, Tom</td>
<td>CC RIC 2 Chairman</td>
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<tr>
<td>9</td>
<td>Tatum, Mike</td>
<td>Proxy – Bobby Hoge, WV E-911 Council</td>
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<td>10</td>
<td>Cahill, Jan</td>
<td>WV State Police</td>
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<td>11</td>
<td>Neal, David</td>
<td>CC WV SWIC</td>
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<td>12</td>
<td>McCallister, Roy</td>
<td>CC RIC 1 Chairman</td>
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<td>13</td>
<td>Crane, Bill</td>
<td>WV National Guard</td>
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<td>14</td>
<td>Stephens, Steve</td>
<td>WV Sheriff's Association</td>
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<td>15</td>
<td>Piercy, Jennifer</td>
<td>WV County Commission Association</td>
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<tr>
<td>16</td>
<td>Polczynski, Jeff</td>
<td>CC RIC 3 Chairman</td>
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<tr>
<td>17</td>
<td>Mills, Michael</td>
<td>WW Health &amp; Human Resources</td>
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<tr>
<td>18</td>
<td>Saffel, Dave</td>
<td>CC APCO</td>
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<td>19</td>
<td>Tyree, Ken</td>
<td>WV State Fire Marshal</td>
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<tr>
<td>20</td>
<td>Mccabe, GE</td>
<td>Proxy – Bobby Hoge, WVDEM Director</td>
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<td>21</td>
<td>Vargo, Lou</td>
<td>WV Zone 3 Switch Agency</td>
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<tr>
<td>22</td>
<td>Vititoe, Steve</td>
<td>CC RIC 6 Chairman</td>
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<tr>
<td>23</td>
<td>Meadows, Dean</td>
<td>Proxy – Justin Wolfe, WV Emergency Management Council</td>
</tr>
</tbody>
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### Non-SIEC Board Members Present
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Position/Agency</th>
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<tbody>
<tr>
<td>1</td>
<td>RC Faulk</td>
<td>CC Assistant SWIC</td>
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<td>2</td>
<td>Ray Eplin</td>
<td>CC DOT</td>
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<tr>
<td>3</td>
<td>Tom Gagnon</td>
<td>CC CISA/ECD</td>
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<td>4</td>
<td>Jim Mangus</td>
<td>CC RIC1</td>
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<td>5</td>
<td>DJ Sigman</td>
<td>CC ATT</td>
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<tr>
<td>6</td>
<td>Dustyn McConnell</td>
<td>CC Harrison EMS</td>
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<td>7</td>
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<td>9</td>
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Previous Minutes Reviewed and Approved

- **Motion:** Tom Hart
- **Second:** Dave Saffel
- **Motion:** Passed

**Technical Committee Report – Dave Saffel**

- Equipment testing – None

- Programming
  - Current Versioning –
    - **Motorola APX 25.00.00** - MEGA Firmware **24.01.00**
      - **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
  - Call Count - September
    - Calls = 2,131,710
    - Busy = 5,726
    - PTT's = 3,820,892
  - Call Count - Historical for 7.18
    - Calls = 31,334,269
    - Busy = 57,931
    - PTT = 58,386,280

- There are several sites that are in need of additional channels. Currently, those sites are:
  - Catherine’s – Application to be filed – It is not wise to continue to wait. We need to abandon the channel that required the LOC and move forward with the rest.

- SIRN is working with Premier Construction to consolidate Limestone #1 and Limestone #2 into a single site and vacate the old one.

- Mason is planning to help with frequencies at the Redmond sites to get it to 6 channels. In addition, it is hoped that the Mason site itself can be brought up to 6 channels with Lauttamus frequencies.
• An Aviat microwave is being purchased for the Doddridge County site to facilitate consistency in backhaul for SIRN sites. It had been planned to be something else and it was decided that it was wise to stay with microwave.

• For sites that have NICE recorders and AIS servers, when the Windows computer running the AIS software reboots, the audio drops and no longer records. It is apparently caused by a Windows Service issue that hasn’t restarted. There seems to be more to it than that, and apparently there is a bug that is still getting worked on.

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>
<th>7 TDMA</th>
</tr>
</thead>
<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>
<td>12.5 kHz</td>
</tr>
<tr>
<td>Transmit Offset Sign</td>
<td>+</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>
<td>5 MHz</td>
</tr>
<tr>
<td>Channel Spacing</td>
<td>12.5 kHz</td>
<td>6.25 kHz</td>
<td>6.25 kHz</td>
<td>6.25 kHz</td>
<td>6.25 kHz</td>
</tr>
<tr>
<td>Base Frequency</td>
<td>453.025 MHz</td>
<td>450 MHz</td>
<td>400 MHz</td>
<td>450 MHz</td>
<td>460 MHz</td>
</tr>
</tbody>
</table>

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

• Policy review is underway. The two large policies from the website were broken down into documents based on title/content and then the Chair will assign policy reviews to committee members based on where they participate.

• Additional work will be occurring on these for the next few months.
Training/Education/Outreach Committee Report – Roy McCallister

- The INTD course was conducted and was reported to be very good. Discussion ensued to allow participants to go back in time to complete the course task book on events that have already occurred as we did with the COML course for 3 years.

- Committee recommends allowing students to go backwards three years to complete the INTD class task book. Second by Dave Saffel. Committee APPROVED

- CISA is working to continue setting up the additional courses we have planned for them.

- Tom Gagnon reviewed all outstanding course offerings.

Conference Committee Report – Jeff Perry

- Bobby Hoge reported that the 2022 date has been confirmed for next year at Camp Dawson.

- 2021 Conference feedback has been distributed to the SIEC for review.

Planning Committee Report – Bobby Hoge

- Site Updates
  - Belleville – RC Faulk assisting county team with equipment.
  - Hinton – Still pending, invoice outstanding for Mead & Hunt to be paid and then will proceed with permitting process.
  - Confidence – Frank Chapman is retiring and no replacement is known; will have follow-ups with his replacement.
  - Zenith – Discussed interference contours and coverage.

New & Emerging Technologies – Paul Bump

- FirstNet reported there are new booster to test.

- They are also reporting on some supply delays on tablets up to 7 days in getting devices.
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Meeting Minutes

RIC Region 1 Report – Roy McCallister
Kanawha, Clay, Putnam, Jackson, Roane, Calhoun, Ritchie, Wirt, Wood, and Pleasant

• Have not met.

• Next meeting is October 28th, @ 10am virtually.

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

• Have not met.

• Date to be determined for an in-person November meeting.

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

• No report

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

• Planning to meet in November at Barbour County 911.

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

• Next meeting is planned for Thursday, October 21st at 10am virtually.

RIC Region 6 Report – Steve Vititoe
Cabell, Boone, Lincoln, Logan, Mason, Mingo

• Nothing new to report.

• Working on setting up the next meeting.

Business Conducted

• Next meeting set for November 8th, virtually.
Meeting adjournment.

- **Motion:** Tom Hart
- **Second:** Dave Saffel
- **Motion:** Passed