West Virginia
Statewide Interoperability Executive Committee
Meeting Minutes

Date: 2/7/2022	Time: 14:58	Location: Online
Meeting Called To Order: Bobby 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	Proxy – Patrick Shea	WV Department of Transportation
3	Channell, Fred	CC	RIC 4 Chairman
4	Dooley, Lisa		WV Municipal League
5	Spence, Josh	Proxy – James Dixon	WV Office of Technology
6	Zilinski, John	CC	RIC 5 Chairman
7	Miller, Jeffrey		WV Parkways Authority
8	Hart, Tom	CC	RIC 2 Chairman
9	Tatum, Mike	Proxy – Bobby Hoge	WV E-911 Council
10	Cahill, Jan	Proxy – Chris Shrader	WV State Police
11	Neal, David	CC	WV SWIC
12	McCallister, Roy	CC	RIC 1 Chairman
13	Crane, Bill	Proxy – Alex Rayburn	WV National Guard
14	Stephens, Steve		WV Sheriff's Association
15	Piercy, Jennifer		WV County Commission Association
16	Polczynski, Jeff		RIC 3 Chairman
17			WV Health & Human Resources
18	Saffel, Dave	CC	APCO
19	Tyree, Ken	Proxy – Bobby Palmer	WV State Fire Marshal
20	Mccabe, GE	Proxy – Jeff Perry	WVDEM Director
21	Vargo, Lou		WV Zone 3 Switch Agency
22	Vititoe, Steve	CC	RIC 6 Chairman
23	Meadows, Dean		WV Emergency Management Council

Non-SIEC Board Members Present
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

1	RC Faulk	CC	Assistant SWIC
2	Tony Novell	CC	RIC 2
3	Jim Mangus	CC	RIC 1
4	Bill Wood	CC	SIRN
5	DJ Sigman	CC	ATT
6	Lori Stone	CC	FirstNet Responder Authority
7	Dustyn McConnell	CC	Harrison County EMS
8	Michael Spangler	CC	WVDNR Law
9	Tom Gagnon	CC	ECD

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Previous Minutes Reviewed and Approved
- **Motion:** **Dave Saffel**
- **Second:** **Roy McCallister**
- **Motion:** **Passed**

Technical Committee Report – Dave Saffel

- Equipment testing – None

- Programming
  - Current Versioning –
    - Motorola **APX 26.00.00** - MEGA Firmware **26.03.00 as of 12/21/2021**
      - **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 4.51 (NX-5X00 & 30 Series)–Firmware 4.51-adds their version of ADP to the radios if you get the license (no cost)

- System Managers Report –
  Calls = 1,996,698
  PTT's = 3,320,460
  Busy = 5,531
  Total Talk Time = 6,773 hours, 20 minutes, 58 seconds

- There are several sites that are in need of additional channels. Currently, those sites are:
  - Catherine's – ASR Updated, Application has been filed.
  - Richwood – Some frequencies have potentially been located.
  - Clay Tower – Tower Grant has been awarded.

- Pendleton County – Has requested a new talkgroup for County Radio Techs to talk on. Though there should be an acceptable talkgroup available already in Pendleton County for use by their fleet of technicians, it is acceptable for a new talkgroup to be created for that use.

- Frequency project update for Catherine's – The ASR modification that was applied for from Monongalia County was approved by the FCC. The application based on that ASR was completed and submitted to the FCC for consideration.

- APXNEXT radio conversations with Motorola – It is understood that the newest APXNEXT programming is now capable via cable and/or Bluetooth. Either of these would be acceptable to bring us closer to approval in the system. It is encouraged that Motorola provide us with the appropriate material based on current SIRN policy for testing so we may move forward.

- Approved Equipment List (AEL) discussion – This list needs to match where appropriate the Radio Equipment list. This would largely be in the section regarding the capabilities of the different levels of radios.

- Use of Service Monitors evaluating radios – Lengthy quality discussion on testing of radios with service monitors. Both the Aeroflex 3920B and 8800 models (now Viavi owned) have the ability to completely tune several manufacturers. They are not inexpensive, but they quickly show that many subscriber units, portables especially, are in need of tuning after they have been in service for a while. Any entity that has a significant number of radios would likely find this to be beneficial to their systems as they make non-functional radios operate well when the radios perform their tuning routine. Fred Channel reported that he felt that the use his agency has had using theirs quickly made it cost effective for them.

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

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Policy and Procedures Committee Report – John Zilinski

- Discussed updates to policies that have been out to the members for feedback.

- Final changes were made to several policy documents in preparation for final review and approval at the March meeting.

Training/Education/Outreach Committee Report – Roy McCallister

- Harrison County will host the COMT course on February 28 to March 4 at the old Harrison 911 Center. RC Faulk reported the course is full with a waiting list.

- Another COMT will be held on October 31 to November 4, logistics to be worked out.

- The ITSL course will be coming soon with details to follow.

- The State has requested a WV COML hosted at the Canaan Valley Fire Department on July 12-15. **Committee Recommends to Support the Course; John Zilinski seconded; Motion Passed.**

- Some logistics remain to be worked out but the group supported having the course. This will be a lead up to a full-scale exercise in October.

Conference Committee Report – Jeff Perry

- Will be soliciting a volunteer to be the Committee Chair.

Planning Committee Report – Bobby Hoge

- Roane County submitted application for participation for K9 Search & Rescue; It was advised that they could participate as a member of Roane County with access to the Roane talkgroups, Roane 911 and the regional talkgroups but none would be created for their own use. The RIC will reach out to the group.

- Dingess site paperwork is being modified to show county legacy gear as part of the site collocate.

- Richwood site has an additional frequency located for it by the OES Director however a question remains to be answered if it is usable or not.

- Valley site has initial engineering completed on it and additional required studies are underway. The land owner has given the OK for the site to start being cleared.

- Hinton site engineering work is with Mead and Hunt and Premier Construction. The IRP gear is sitting in the warehouse ready to go in service.

- Premier Construction has a list of sites for lighting and antenna that need worked on and work orders and estimates are due the State on that shortly.

- David Neal reported that the State is working on a Motorola site contract.

- The tower fund grant was approved for Clay County and they are soliciting help from the National Guard who would benefit from having a site there for the Fola training area.

- Horsepen site that Tim Cole has given verbal approval to proceed with both properties, Forestry and WVSP.

- Princeton site foundation is poured and the AEP survey is complete. The shelter and ASR site is ordered.

- Wileyville project is projected to begin after the weather breaks.

New & Emerging Technologies – Paul Bump

- Did not meet.

- FirstNet/AT&T reports:
  o A problem was found at the Pendleton cell phone site with the help of Pendleton County staff and has been fixed.
  o AT&T will be providing the state with a demo unit for a mega-range device.
  o RC Faulk will be given a pricing sheet for distribution to others to see pricing changes.
  o Lori stone reported to the group about two webinars coming up and she has distributed out.
  o Lori Stone also reported that she is looking for volunteers to discuss their use of EPTT and to provide FirstNet feedback on it.

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

- The next meeting is February 24, 2022.

- The RIC is going to reach out to the Roane County SIRN POC in reference to the K9 Search and Rescue application that was received.

RIC Region 2 Report – Tom Hart

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

- RIC discussed the delayed Kenwood class and site status updates.

- It was reported that the ISSI connection is still waiting on Belmont County.

- Brooke County awarded a contract to Motorola for a direct connect dispatch site.

- Discussed reboots of Elite Dispatch and the updates of the Master Sites.

- Discussed the use of secure talkgroups in Marion County.

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

- No report.

RIC Region 5 Report – John Zilinski

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

- Next meeting planned to be in March on the second Tuesday.

RIC Region 6 Report – Steve Vititoe

Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Last met on the 21st of January virtually.

- Long discussion on the Lincoln EMS talkgroup. The RIC recommended usage of the tower.

- Discussed frequency refarming at some of the tower sites.

- RC Faulk asked about TDMA usage and will provide some stats for the next meeting. Steve Vititoe reported on TDMA findings to date.

Business Conducted

- Next meeting March 7, 2022 on-line.

Meeting adjournment.
- **Motion:**   **Dave Saffel**
- **Second:**   **John Zilinski**
- **Motion:**   **Passed**