



# West Virginia Statewide Interoperability Executive Committee Meeting Minutes

<b>Date:</b> 10/11/2022	<b>Time:</b> 15:05	<b>Location:</b> Flatwoods
Meeting Called To Order: Dave Saffel		

## SIEC Membership & Participation

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

1	Bump, Paul		WV Zone 1 Switch Agency
2	Wriston, Jimmie	CC Proxy – Patrick Shea	WV Department of Transportation
3	Channell, Fred	X	RIC 4 Chairman
4	Dooley, Lisa	CC Proxy – Dave Erwin	WV Municipal League
5	Spence, Josh		WV Office of Technology
6	Zilinski, John	X	RIC 5 Chairman
7	Miller, Jeffrey	CC Proxy – Tyrone Gore	WV Parkways Authority
8	Hart, Tom	Proxy – Tony Novel	RIC 2 Chairman
9	Tatum, Mike		WV E-911 Council
10	Cahill, Jan	Proxy – Chris Shrader	WV State Police
11	McConnell, Dustyn	X	WV SWIC
12	McCallister, Roy	CC	RIC 1 Chairman
13	Crane, Bill	CC Proxy – Danny Kirby	WV National Guard
14	Stephens, Steve		WV Sheriff's Association
15	Cadle, Pat		WV County Commission Association
16	Polczynski, Jeff		RIC 3 Chairman
17	Ratliff, Jody	CC Proxy – Tim Priddy	WV Health & Human Resources
18	Saffel, Dave	X	APCO
19	Tyree, Ken	Proxy – Bobby Palmer	WV State Fire Marshal
20	Mccabe, GE		WVDEM Director
21	Vargo, Lou		WV Zone 3 Switch Agency
22	Vititoe, Steve	CC	RIC 6 Chairman
23	Rose, Richard		WV Emergency Management Council

## Non-SIEC Board Members Present

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

1	RC Faulk	X	Assistant SWIC
2	Bill Wood	CC	SIRN
3	David O'Brien	CC	Kanawha 911
4	Jim Mangus	CC	RIC 1
5	Mike Spangler	CC	WV DNR
6	Tom Gagnon	X	CISA/ECD
7			
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Previous Minutes Reviewed and Approved

- **Motion:** Tony Novel
- **Second:** Fred Channell
- **Motion:** Passed

## Technical Committee Report – Dave Saffel

- Equipment testing – Testing has begun on the Motorola NEXT radio that was provided. Motorola has not provided the number of required radios, chargers, cables, and software. Testing that was started showed that the radio did not include Encryption, Multikey, and Intelligent Priority Scan. Pete Marotta is supposed to be getting that capability and providing update to this radio. Approval of testing will not be complete until Motorola has provided all required equipment.
- Programming
  - Current Versioning –
  - Motorola **APX 27.00.01** - MEGA Firmware **27.03.00**
  - **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 4.6 (NX-5X00 & 30 Series)–Firmware 4.6-adds their version of ADP to the radios if you get the license (no cost)
  - Armada - 1.34.16
- System Managers Report – September 2022
  - Total Calls = 3,018,718
  - Total Busy = 6,607
  - Total PTT's = 3,641,734
- Lick Knob Report – A site has been submitted by NRP, concerning the suggested Lick Knob tower site relocation on Coal Company property. It was visited by a group representing SIRN to determine the exact location and elevations. In addition, it was determined that a 480-foot tower would be necessary on the property that was submitted. A second site may also be necessary to duplicate the coverage of the original Lick Knob Site.
- National Park Service – The National Park Service desires a tower that would serve the river areas of nearby New River and others. A representative that was supposed to be present was not there to speak.



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- Norfolk Southern Railroad on Weirton tower – They desire to put a VHF (220 MHz) antenna at the 100-foot level. As they are commercial, a structural analysis would be required at their expense. As they are commercial, if repair is necessary, it would be at the expense of Norfolk Southern. In addition, to be located on that, it would require a rent, to be determined by Emergency Management. As they have Norfolk Southern police on an adjacent tower, have they checked with that tower to co-locate? The Blue Ridge site costs Jefferson County \$12 per year. It would likely be desirable on both parts to co-locate at no cost to either at the two locations. We are still in a position where Norfolk and Southern would need to do a structural analysis to determine the ability to handle an additional antenna.
- Clay County - Mt. Pisgah – Some searching for frequencies has been completed. It has been determined that the optimum height for the antennas for SIRN will be 190 feet to make licensing of frequencies possible.
- Blueridge – The antennas have been replaced on Blue Ridge. In addition, there was a belief that there was a receiver on that site that had a problem. Replacement of that receiver indicates that there may actually be an interference source either internally, or externally to that site. Dave Saffel recalls that several years ago an interference we discovered at that site. It was never found where it originated. It may be necessary to abandon that site, especially from a standpoint of using it as a control channel. At the very most, until a determination can be made as to the source, the transceiver should probably be placed in the lowest position of priority.
- Wallace – The equipment is there awaiting frequencies.
- Aviat Upgrade Status Report – There are Aviat subcontractors out delivering equipment to sites.
- Wetzel County got tower assistance money to put a tower up at Wileyville. The County had five frequencies, but gave one to New Martinsville PD as it was their expired frequency. They want to apply for a grant to buy a site. They use it only for secondary use, not as a primary SIRN site.
- Hardy County – Hardy County is hoping to put a SIRN site at Lost City. Dave Saffel was contacted by Joe Gonzalez who indicated that Hardy County had three frequencies, and were going to get three more from Lauttamus. The three frequencies that they thought were theirs and available are not. One is a Med channel which would require permission from the State Medical director to use. Another is currently expired and not licensed to Hardy County due to expiration. The last frequency is not shown licensed to Hardy County in any way.



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- Brooke County – Need an answer regarding the preference of dark fiber vs. lit fiber. Horizon fiber says they monitor the lit fiber, but dark fiber would be the responsibility of the County Dispatch to monitor. It needs to be determined if there is a reason why they cannot monitor the “dark fiber” once it is lit. Is Horizon saying it won’t be monitored as the only customer on it would be Brooke County?
- Morgan county has request for 5 training talkgroups. **Motion to approve from Tony Novel, second by Fred Channell, and no objection noted from anyone. Passed.**
- Significant discussion was held regarding the Radio Equipment List policy. It was updated and will be voted on during policy today. The Approved Equipment List will be edited in the coming weeks and another version will be submitted for discussion throughout October.
- TDMA/FDMA and Encryption – When a TDMA site is mixed with an FDMA site with Encryption, both keys must be loaded into the KMF. If Encryption is not loaded to both sides of the KMF, then it does not properly enter and exit the Transcoder. Further discussion of this needs to happen at the next SIEC Technical meeting.

### Important Technical Information

Channel ID Plan	<del>3</del> <del>FDMA</del> No longer in use	4 FDMA	5 FDMA	6 TDMA	7 TDMA
Bandwidth	<del>12.5 kHz</del>	12.5 kHz	12.5 kHz	12.5 kHz	12.5 kHz
Transmit Offset Sign	+	+	+	+	+
Transmit Offset MHz	<del>5 MHz</del>	5 MHz	9 MHz	5 MHz	5 MHz
Channel Spacing	<del>12.5 kHz</del>	6.25 kHz	6.25 kHz	6.25 kHz	6.25 kHz
Base Frequency	<del>453.025 MHz</del>	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)



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## Cyber Security Sub-Committee Report – Danny Kirby

- Did not meet.

## Policy and Procedures Committee Report – John Zilinski

- Updates to the following policies were made:
  - Talkgroup use and restriction
  - Encryption
  - Regional Channel Use
  - Radio Equipment Requirements
  - These will be presented to the SIEC for a vote to approve

## Training/Education/Outreach Committee Report – Roy McCallister/Tom Gagnon

- There are four TA courses for West Virginia scheduled with CISA. There is a scoping call to be held on the 25<sup>th</sup> of October for the proposed classes. They are with details:
  1. IT Service Unit Leader (ITSL).
    - a. 4 day in-person
    - b. 10-20 students
    - c. Prerequisites: IS 100, 200, 300, 700, 800. 400 is recommended
    - d. The requirement to access broadband data during incidents or events has increased exponentially in recent years. This has spurred the need for personnel with highly specialized knowledge and expertise to be included in the ICS during planned events and incidents. The training course provides an overview of the ITSL components including the Unified Help Desk (inclusive of both communications and IT support), IT Infrastructure Manager, Network Manager, and specialist roles.
  2. Incident Communications Manager (INCM)
    - a. 3 day in-person OR 4 day virtual
    - b. 10-20 students in-person; 10-15 students virtual
    - c. Prerequisites: IS 100, 144, 200, 700, 800. 300 is recommended.
    - d. The All-Hazards Incident Communications Center Manager course is designed to prepare Communication Unit Leaders, dispatch supervisors and public safety communication professionals for managing all functions in an Incident Communications Center.



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3. Incident Tactical Dispatcher (INTD)
  - a. 4 day in-person OR 5 day virtual
  - b. 10-20 students
  - c. Prerequisites: IS 100, 144, 200, 700, 800. 300 is recommended.
  - d. The course provides a realistic, hands-on approach to mastering the tasks and skills of an Incident Tactical Dispatcher. An Incident Tactical Dispatcher is a specially trained individual qualified to operate in a command post, base camp, or at the incident scene in support of a specific incident or tactical operation. This course is designed for experienced dispatchers who are familiar with the Incident Command System and dispatch operations. Each attendee participates with hands-on training activities and in an exercise on the final day of the course.
  
4. Radio Operator (RADO)
  - a. 2 day in-person
  - b. 10-20 students
  - c. Prerequisites: IS 100, 200, 700, 800. 300 is recommended.
  - d. This course is designed for emergency response professionals and support personnel in all disciplines who have a basic understanding of the All-Hazards ICS Communications Unit. It introduces public safety professionals and support personnel to various Radio Operator concepts including radio etiquette, interoperable communications, dispatch operations and emergency communications procedures.

## **Conference Committee Report – RC Faulk**

- RC Faulk provided members copies of the Conference feedback.
- The committee reviewed the Conference and RC Faulk provided some statistics:
  - 141 individual registrations
  - 28 SIEC registration codes used
  - 17 vendor registrations
- RC Faulk advised Camp Dawson to save the dates for Conference 2023 as we were told that someone else is looking at them and that Dawson is already booking out that far.
- RC Faulk is working with Camp Dawson on some direct bill questions and then will prepare the invoice for submission and payment.

## **Planning Committee Report – RC Faulk**

- Application updated approved for Wyoming County to add Celanese to their county participating SIRN agencies.



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- A replacement part for Princeton is enroute and will be replaced by SIRN techs to restore the site to 6 channels.
- AEP has approved the intermod study on the Dingess. Need to discuss how to proceed. Will need a generator, building, and frequencies as part of that project.
- Horsepen generator will require work with Premier Construction. AEP has the generator in storage.

## **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 met at the Conference.
- Talked about Milwood armory lack of service
- Discussed a combo meeting with RIC 6 in the future.

## **RIC Region 2 Report – Tom Hart**

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

- Last met at the Conference.
- Talked about several sites in the RIC.
- Talked about the new physician talkgroups.
- Belmont county is still working on their microwave.
- Discussed CKR99.
- Discussed Brooke County last mile.
- Mike Fortney said the work at Catherines improved service in the area of Wadestown.
- Talked about a combo meeting with RIC 4 in the future.



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## **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

- Last met at the Conference.
- 9 out of 10 counties were represented.
- Discussed the NRQZ.
- Lewis county is looking for Weston frequencies.

## **RIC Region 5 Report – John Zilinski**

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

- Last met at the conference.
- Had an open format for each county to provide updates.
- Reported that the region is working to put together a training for health departments.
- Discussed coverage in Wyoming
- Discussed membership
- Next meeting is October 13<sup>th</sup> at the Community Technical College.

## **RIC Region 6 Report – Steve Vititoe**

Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Last met at the office.
- Discussion on filling empty positions and dropping the second Federal LEO slot for another local rep. RIC has never been able to fill either of the federal LEO slots.
- Discussed radio projects in the county.





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- Elections:
  - Elections for the 2023-2024 terms
  - Chair Steve Vititoe
  - Vice Chair Michael Mayhorn
  - Recorder Matt Gregg
- Next meeting is planned to be with RIC 1 at the new National Weather Service office.

## **Business Conducted**

- Policy committee recommends approval to the four policies worked on. Second by Tony Novel. Passed.
- Technical Committee recommends approval of the Morgan County request for talkgroups. Second by Fred Channel. Passed.
- Danny Kirby reported that T-Mobile wants on the air guard tower and will provide a meeting link to discuss further.
- Next meeting is November 7, 2022 at RETI.

Meeting adjournment.

- **Motion:** Fred Channel
- **Second:** Tony Novel
- **Motion:** Passed