West Virginia
Statewide Interoperability Executive Committee
Meeting Minutes

Date: 11/7/2022	Time: 11:13	Location: RETI
Meeting Called To Order: GE McCabe		

SIEC Membership & Participation

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

1	Bump, Paul	X	WV Zone 1 Switch Agency
2	Wriston, Jimmie	CC Proxy – Pat Shea	WV Department of Transportation
3	Channell, Fred	X	RIC 4 Chairman
4	Dooley, Lisa		WV Municipal League
5	Spence, Josh		WV Office of Technology
6	Zilinski, John	X	RIC 5 Chairman
7	Miller, Jeffrey	X Proxy – Tyrone Gore	WV Parkways Authority
8	Hart, Tom	CC	RIC 2 Chairman
9	Tatum, Mike	Proxy – Robert Hoge	WV E-911 Council
10	Cahill, Jan	X Proxy – Chris Shrader	WV State Police
11	McConnell, Dustyn	X	WV SWIC
12	McCallister, Roy	X	RIC 1 Chairman
13	Crane, Bill	X Proxy – Danny Kirby	WV National Guard
14	Stephens, Steve		WV Sheriff's Association
15	Cadle, Pat		WV County Commission Association
16	Polczynski, Jeff	CC	RIC 3 Chairman
17	Ratliff, Jody		WV Health & Human Resources
18	Saffel, Dave	X	APCO
19	Tyree, Ken	X Proxy – Bobby Palmer	WV State Fire Marshal
20	Mccabe, GE	X	WVDEM Director
21	Vargo, Lou		WV Zone 3 Switch Agency
22	Vititoe, Steve	X	RIC 6 Chairman
23	Rose, Richard	CC Proxy – Justin Wolfe	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	Fred Kinder	X	SIRN
3	Brooke Hess	X	Loudoun Co Rep
4	Dirk Burnside	X	Technical Committee
5	Jim Mangus	X	RIC 1
6	Tom Gagnon	X	CISA
7	David O'Brien	CC	Kanawha 911
8	Michael Spangler	CC	WVDNR
9	Tabitha Horn	CC	

| 10 | Tony Novell | X | RIC 2 |
| 11 | Mike Fortney | CC | Mon Co 911 |

Previous Minutes Reviewed and a change was made; Approved with changes
- **Motion:**   **Tony Novel**
- **Second:**   **Danny Kirby**
- **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 28.00.00** - MEGA Firmware **28.00**.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
  - October
    - Calls – 3,080,862
    - Busy – 6,534
    - PTT's – 3,673,447
  - Year To Date
    - Calls – 64,138,723
    - Busy – 139,817
    - PTT's – 104,863,143

- GE McCabe gave a report on the Lick Knob tower. Maps have been prepared showing comparisons of coverage. The proposed sites are not quite as good as what we have.

- Antenna Replacement on towers will be conducted from this point forward with the presence of a SIRN technician on site. Antennas that are installed will always be new unused except in extreme emergency and even then, approved by a SIRN technician.

- Two programmers had been suspended based on Talkgroups found on their codeplugs. The technical committee voted to reinstate their programming ability based on speaking with them regarding their problems and their assurance that it will not happen again. They were:
    o Joshua Slagle - Mon County Programmer - Required to attend next in person APX training
    o Trevor Vance - Marion County Programmer

Cyber Security Sub-Committee Report – Danny Kirby

- Encouraged to meet, but has not met yet.

Policy and Procedures Committee Report – John Zilinski

- Committee made updates to the Radio Equipment Requirements and the SIRN Approved Equipment List. Those will be presented today for approval and posting to the website.

Training/Education/Outreach Committee Report – Roy McCallister

- A request for WV AUXCOMM was received for the Raleigh/Mercer County area for some time in early 2023.

- The COMT class was held last week. Multiple withdraws of students provided for low numbers in the class.

- A scoping call was held for the following classes to set dates to begin working on locations:
    o ITSL – January 23 – 26, 2023
    o INCM – February 27 – March 1, 2023
    o INTD – March 20 – 23, 2023
    o RADO – may have in conjunction with the extended Conference 2023
    o RC Faulk will work on securing a training location at no cost.

Conference Committee Report – Steve Vititoe

- RC Faulk provided Steve Vititoe the template files for tracking Conference activity.

Planning Committee Report – Bobby Hoge

- Mingo County application update to add Blackberry VFD for mutual aid was approved.

- Harrisonburg-Rockingham County approved as a new applicant.

- Discussed the Hancock County radio system proposed purchase and letters that were sent to County Commission. Justin Wolfe asked about using grant funds from ARPA to upgrade legacy systems for the VFD and the legacy county microwave; He was told to write it up and send it in for approval.

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

- Will have an upcoming meeting with RIC 6 at the new NWS Facility on December 16th.

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

- Did not meet.

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

- Last met October 19th 2022.

- Discussed the Shepherdstown radio coverage and radio reprogramming activities

- Discussed the RIC membership

- Next meeting is November 16th.

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

- The Region 4 Regional Interoperable was convened on October 17, 2022 in the Meeting Room at the Randolph County Emergency Management/ 911facility at 10:10 by Fred Channell, Chairman.

- Technical Committee - Fred highlighted some of the items discussed at the last technical committee meeting. (1) Updating the Approved Equipment List. (2) Encryption channels wondering if all 911's had encryption capabilities. Dirk pointed out if ordering new radios make sure to have Phase II capabilities installed when ordering.
- SIRN Conference Exercise – Fred reported on lessons learn both good and bad from the exercise at the SIRN Convention. One of the key items noted from the exercise was the need to develop a Regional ICS-205 Communications Plan.

- Linking of Radio's was a topic of discussion both pros and cons.

- Use of Regional Channels – It was generally agreed that the use of regional channels would be very beneficial when working an incident with different jurisdictions. It was noted that the State Communications Center does not "Record" radio traffic on these channels. It would fall on the host 911 center to record these transmissions. All agreed training for both users and dispatchers would be need probably through drills and exercises.

- Audio Gateway – Some discussion was held regarding obtaining some of the Adion Gateway programs.

- Disparity – Not having standardization of zone/districts between the various agencies makes it difficult to develop and maintain communications plans and procedures. Fred canvased the counties present to present concerns/issues: Barbour had a power issue that affected some of their radios, Randolph is getting a new 80-foot tower, Randolph EMS – Kirk reported that EMS units are now having to travel into other judications that may or may not have SIRN capabilities.

- Dirk reported that local 911s can assist at the state-owned sites by observing fuel levels for generators and taking care of some maintenance items.

- EMD – Andy reported that the EMD were getting new radios.

- DNR – Sgt. Spangler has been assigned the tasks of checking their repeaters and had asked for some assistance with identifying key holders.

- Fred asked for members to be thinking what would be needed in a regional communications plan.

- Next meeting – December 15, 2022 at the Randolph EM/911 Center.

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

- Last met on October 13th at the Southern Community College

- Discussed the health department and hospital radio exercise

- Assisted Summers County with hospital radio's

- Discussed the operation of Elite Dispatch and field users both keying at the same time on the same talkgroup; Field unit will receive a grant tone, but no audio will come in, that is normal operation.

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

- No report

Business Conducted

- Policy committee recommends approval of the two policies that were updated today for posting to the website. **Committee makes the motion, Dave Saffel second, motion passed.**

- Planning committee presents the application for Harrisonburg-Rockingham for approval. **Committee makes the motion, Danny Kirby second, motion passed.**

- Next meeting is December 12th, 2022.

Meeting adjournment.
- **Motion:** Dave Saffel
- **Second:** Chris Shrader
- **Motion:** Passed

November 7, 2022   SIEC Meeting

RC Faulk	SIRN
Dave Saffel	SIRN
Robert Hogg	911 Council
G.E. McCabe	EMD
STEVEN VITITOE	RIC 6
Roy McCallister	RIC 1
F.C. Kinder	WV EMD
Brooke Hess	Loudoun
PAUL Bury	HARRISON
DANIEL KIRBY	WVNG
Tony Novel	RIC2 vchair
Fred Channell	RIC 4
DIRK BURNSIDE	Technical Committee
Jim Mangus	RIC 1
Dustyn Mcconnell	SWIC
Tom Gagnon	CISA
Bobby Palmer	WV SFMO
John Zilinski	RIC 5
Chris Shrader	WSP.
Tyrone Gore	WV Turnpike
David O'Brien	Online
Jeff Polczynski	Online
Justin Wolfe	Online

Michael Spangler	Online
Pat Shea	Online
Tabitha Horn	Online
Tom Hart	Online
Mike Fortney	Online
Rene Smith	
Cheryl Elliott	
Jeff Hausser	Can for the post
Pete Marotta	meeting lunch
	and presentation
Brandon Tice	Online