# 2018 WV Statewide Interoperability Executive Committee (SIEC) Meeting Minutes

| May 15 2018 | | |
|---|---|---|
| 05/15/2018 | 9:00am – 12:00pm | MedComm,  Flatwoods, WV |
| Meeting Called By | Jimmy Gianato, Chairman | |

| **SIEC Members** | | (X – Present; Blank – Absent; X-CC – Present via Conference Call) |
|---|---|---|
| 1 | Bump, Paul | X | WV Zone 1 Switch Agency |
| 2 | Burnside, Dirk | X | RIC 4 Chairman |
| 3 | Dooley, Lisa | | WV Municipal League |
| 4 | Dunlap, John | | WV Office of Technology |
| 5 | Evans, Rodney | X | RIC 5 Chairman |
| 6 | Faulk, RC | X | WV Emergency Manager Council (Emg Mgr Assoc) |
| 7 | Gianato, Jimmy | X | WV Homeland Security and Emergency Management |
| 8 | Gore, Tyrone | X - CC | WV Parkways Authority |
| 9 | Hart, Tom | X | RIC 2 Chairman |
| 10 | Hoge, Bobby | X | WV E-911 Council |
| 11 | Kitzmiller, Don | X – Proxy Jeff Perry | WV State Police |
| 12 | Woodyard, Rick | | Statewide Interoperability Coordinator (SWIC) (Interim) |
| 13 | McCallister, Roy | X | RIC 1 Chairman |
| 14 | Ogle, Jody | X | WV National Guard |
| 15 | Palmer, Larry | | WV Sheriff's Association |
| 16 | Parsons, Vivian | | WV County Commissioner Association |
| 17 | Polczynski, Jeff | | RIC 3 Chairman |
| 18 | Raynes, Melissa | X CC Proxy Terry O'Conner | WV Health & Human Resources (DHHR) |
| 19 | Saffel, Dave | X | APCO |
| 20 | Sharp, Bob | X | WV State Fire Marshal |
| 21 | Vargo, Lou | X | WV Zone 3 Switch Agency |
| 22 | Vititoe, Steve | X | RIC 6 Chairman |

**Non-SIEC Board Members Present**

| | | | |
|---|---|---|---|
| 1 | Antolini, Steve | X | WV NRP |
| 2 | Channel, Fred | X - CC | WV Dept. of Corrections |
| 3 | Harless, Joe | X | WV State Police |
| 4 | McGue, Patrick | X | SIRN Project Manager |
| 5 | McLain, Marty | | OEC |
| 6 | Jeff Perry | X | WV State Police |
| 7 | Paxton, Lisa | X | SIRN Business Manager |
| 8 | Mangus, Jim | X | RIC 1 Vice Chairman |

**Motion to accept Minutes of last meeting**

      **Motion:  Steve Vititoe**        **Second:  Dave Saffel**        **Passed**

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<u>**Technical Committee – Dave Saffel**</u>

1) Report from Frequency procurement
   a. Status of frequency searching
      i. New Sites –
      ii. NTIA – None
      iii. Business – None

2) Equipment testing – Motorola APX 900 – Rodney Evans to test

3) Site Updates
   a. WVSIRN – Patterson Creek, Sandstone – Both in planning, not installed
   b. Microwave –

4) Programming
   a. Current Versioning –
      i. Motorola APX 17.00.01- MEGA Firmware 17.01.00 <- Note updates
      ii. Motorola CPS 20.01.00 – Firmware 20.50.09 (possible firmware problem)
      iii. Kenwood – KPG-95DGN v 8.30 (10 Series) Firmware – 4.43 (v2) 6.13 (v3)
      iv. Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
      v. Kenwood – KPG-D1N 2.40 (NX-5X00 & 30 Series)–Firmware 2.40

5) Technical Committee Goals for the SCIP – Need to come up with two goals

6) Evaluation of Advanced Classes at the Expo – Classes were excellent. The committee has approved Zach Mealey and Dustin McConnell as APX/Motorola instructors. The Advanced class went very well for Motorola, and again, the two new instructors participated.

7) Sandstone Tower – Reviewed the necessity in the technical committee. As it is in Summers County, and there is no presence there, it should be done.
   **Motion to recommend from Dave Erwin, second Rodney Evans. Passed**

8) Online class for Armada Radio – Recommendation for current programmers to take the online class for Armada. Must have already been approved as a programmer.

   **Motion by Dave Erwin, Second by Paul Bump. Passed**

   Motion to hold Armada Programming training

   **Motion by Dave Erwin, Second by Paul Bump. Passed**

9) Programming of law enforcement in Fire and EMS radios – The programming of Dispatch talkgroups is all that has been forbidden in policy. There are some agencies that demand that some fire and EMS have law enforcement dispatch channels. Thus, we have policy violations. We will discuss this further at a later time after members of the committee discuss the issue in their area of responsibility.

10) Encryption – Interoperable encryption was discussed at length during the Expo classes. Apparently, the list that was created by WVSIRN in conjunction with the federal list that was presented to us. There are multiple lists out with different usage of CKR's. The Technical Committee needs to have a working group to further discuss encryption.

11) Intelligent Priority – Motorola APX radios in the most recent CPS (17) have incorporated a fourth scanning method called Intelligent Priority. This allows priority scanning of conventional and trunked channels at the same time WITH priority. This should negate the need for the other three current methods of scanning. Several programmers will experiment with this scanning to insure that it works properly.

12) Harris Radio Programming Class – Allen Holder is organizing a Harris Programming class.

   **Dave Erwin motion to approve this class taking place. Rodney Second – Passed**

**Important Technical Information**

| Channel ID Plan | 3 | 4 | 5 |
|---|---|---|---|
| Bandwidth | 12.5 kHz | 12.5 kHz | 12.5 kHz |
| Transmit Offset Sign | + | + | + |
| Transmit Offset MHz. | 5 MHz | 5 MHz | 9 MHz |
| Channel Spacing | 12.5 kHz | 6.25 kHz | 6.25 kHz |
| Base Frequency | 453.025 MHz | 450.000 MHz | 400 MHz |

**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)

## Policy and Procedure Committee – Rodney Evans

1) Policy revisions is a WIP
2) Agreed to accept Advanced Programming Classes
3) Encrytption
4) Policy revisions to be revised by next meeting

## Training, Education, and Exercise Committee – RC Faulk

5) AUXCOMM course and test is complete and ready for approval from the SIEC. Once the course is approved an initial date and location will be discussed for the first offering.

   **Motion to approve Bobby Hoge Second Dave Saffel            Passed**

6) OEC TA offering for the NG911 course will be held at the Flatwoods Facility on Friday September 7, 2018.

7) OEC TA offering for the COMT will be hosted by the National Guard at one of the armories; Probably the one off Corridor G. Danny Kirby is securing the location and then we can set the date and advertise.

8) eFOG app beta version was tested and feedback provided. One issue above the normal beta testing is a hang-up is the charts in appendix A. RC is manually fixing those errors and then OEC will update the app to attempt to repair those issues

9) The WV SCIP that we have tried to get from OEC on TA's has been met with less than stellar results. The last SCIP that is completed was in 2015 and we need a new SCIP and can not get satisfactory results. Yesterday the SIEC membership along with the training/education committee started working on the new SCIP. RC has the format for the new SCIP based on the North Carolina version and has started to convert the document over to West Virginia. Lisa provided a list of goals and objectives for each subcommittee to use in "tracking" accomplishments along with meeting minutes/agenda ideas. There is also a goals/objectives sheet for each RIC and the RIC will need to submit each month back to Lisa. This will also report the RIC agenda/minutes each month.

## Planning Committee –Bobby Hoge

1) Marrietta Hospital request for participation and MECCA updated participants

**Motion by Bob Hoge, seconded by Rodney Evans.   Passed**

2) National Guard equipment relocation, pending  asset management approval

   a) **Motion by Bob Hoge, Second by Dave Saffel.   Passed**

3) SWIC recommendations to be sent to Bobby Hoge


## Conference Committee – Tyrone Gore(Lisa Paxton)

1) Conference will be September 23-27, 2018.
2) Camp Dawson Logistics are a work-in-progress
3) Agenda is a work-in-progress
   a) SIEC reviewed and updated
   b) FirstNet to have a classroom to hold workshops and meet with agencies and participants
   c) Lori Stone working on FirstNet Speakers
4) Tyrone Gore confirmed Senator Boso as  Keynote Speaker
5) Vendors
   a) Lauttamus will sponsor Sunday Social
   b) Great Lakes will also sponsor
6) Registration
   a) Target date June 1
   b) Working with  Will Smith for online registrations
7) Giveaways - Port Authority Duffel Bags and Name tags from LJArt have been ordered

## Broadband/FirstNet – Paul Bump (Paul Bump)

1) FirstNet
   a) State Contact has been updated to include Bring your own Device (BYOD)
   b) FirstNet/AT&T attended EXPO
   c) Agencies are signing up
   d) Working on current SLIGP grant phase closeout
      a. ended February 28, 2018
      b. May 28th closeout date
   e) Working on a state contract to hold FirstNet Workshops
      a. FirstNet/At&T will be attending May 24th RIC 1 meeting – Roy McCallister
      b. RIC 2 – Tom Hart May 23rd,
         i. Marion County Amory, Fairmont, WV
      c. SIEC – July 10
         i. MedComm, Flatwoods, WV

## RIC Region 1 – Roy McCallister

RIC Counties - Kanawha, Clay, Putnam, Jackson, Roane, Calhoun, Ritchie, Wirt, Wood, and Pleasant

- **Next Meeting -** May 24, 2018 at Ripley Volunteer Fire Department
  - **DJ Sigman –** FirstNet/AT&T will be attending

## RIC Region 2 – Tom Hart

RIC Counties - Hancock, Brooke, Ohio, Marshall, Wetzel, Tyler, Doddridge, Harrison, Marion, Monongalia, Preston, Taylor
- No meeting
- Next meeting May 23rd
- Marion County 911Center, Fairmont, WV

## RIC Region 3 – Jeff Polczynski

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RIC Counties - Grant, Hardy, Hampshire, Berkeley, Jefferson, Mineral, Morgan
- Nothing to report

## RIC Region 4– Dirk Burnside

RIC Counties - Pocahontas, Pendleton, Webster, Randolph, Tucker, Barbour, Upshur, Braxton, Gilmer, Lewis
- Nothing to Report

## RIC Region 5 – Rodney Evans

RIC Counties - Mercer, McDowell, Wyoming, Raleigh, Summers, Monroe, Greenbrier, Nicholas, and Fayette
- Last meeting held  April 12, 2018, via conference call
- Reviewed Summer Events
  - POTUS will be attending PGA
- SIRN update
- Discussed the new site Hinton
  - Hinton/Sandstone tower needs funding
- Next meeting TBA

## RIC Region 6 – Steve Vititoe

RIC Counties- Cabell, Boone, Lincoln, Logan, Mason, Mingo
- Last meeting was April 19 at the Wayne 911 center.
- Discussion on events of the last SIEC.
- Have a COML packet for SIEC once the completed application is received from applicant.
- Next Meeting is May 24th  at the Lincoln 911 center.

## New Business – Jimmy Gianato –
- **Dave Eubank – Sandstone Tower –**

## Old Business – Jimmy Gianato –

- No updates

## 2018 SIEC Meetings (Dates and Locations are tentative)

| June 11-12 | MedComm Center | Flatwoods, WV |
|---|---|---|
| July 9 - 10 | MedComm Center | Flatwoods, WV |
| August 13 -14 | MedComm Center | Flatwoods, WV |
| September 10 -11 | MedComm Center | Flatwoods, WV |
| September 23 – 27 | 2018 SIRN Conference | Kingwood, WV |
| October 15 – 16 | MedComm Center | Flatwoods, WV |
| November 13 – 14 | MedComm Center | Flatwoods, WV |
| December 10 – 11 | MedComm Center | Flatwoods, WV |

## Motion to Adjourn
**Motion: Dirk Burnside    Second:  Dave Erwin              Motion: Passed**