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

**June 12, 2018**

<table>
<thead>
<tr>
<th>Time</th>
<th>MedComm, Flatwoods, WV</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/12/2018</td>
<td>9:00am – 12:00pm</td>
</tr>
<tr>
<td>Meeting Called By</td>
<td>Jimmy Gianato, Chairman</td>
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</table>

## SIEC Members

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Bump, Paul</td>
<td>WV Zone 1 Switch Agency</td>
</tr>
<tr>
<td>2</td>
<td>Burnside, Dirk</td>
<td>RIC 4 Chairman</td>
</tr>
<tr>
<td>3</td>
<td>Dooley, Lisa</td>
<td>WV Municipal League</td>
</tr>
<tr>
<td>4</td>
<td>Dunlap, John</td>
<td>WV Office of Technology</td>
</tr>
<tr>
<td>5</td>
<td>Evans, Rodney</td>
<td>X - RIC 5 Chairman</td>
</tr>
<tr>
<td>6</td>
<td>Faulk, RC</td>
<td>X - WV Emergency Manager Council (Emg Mgr Assoc)</td>
</tr>
<tr>
<td>7</td>
<td>Gianato, Jimmy</td>
<td>X - WV Homeland Security and Emergency Management</td>
</tr>
<tr>
<td>8</td>
<td>Gore, Tyrone</td>
<td>X - CC - WV Parkways Authority</td>
</tr>
<tr>
<td>9</td>
<td>Hart, Tom</td>
<td>X - RIC 2 Chairman</td>
</tr>
<tr>
<td>10</td>
<td>Hoge, Bobby</td>
<td>X - WV E-911 Council</td>
</tr>
<tr>
<td>11</td>
<td>Vince Deeds</td>
<td>X – Proxy Jeff Perry</td>
</tr>
<tr>
<td>12</td>
<td>McCallister, Roy</td>
<td>X - RIC 1 Chairman</td>
</tr>
<tr>
<td>13</td>
<td>Ogle, Jody</td>
<td>X - WV National Guard</td>
</tr>
<tr>
<td>14</td>
<td>Palmer, Larry</td>
<td>X - WV Sheriff's Association</td>
</tr>
<tr>
<td>15</td>
<td>Parsons, Vivian</td>
<td>X - WV County Commissioner Association</td>
</tr>
<tr>
<td>16</td>
<td>Polczynski, Jeff</td>
<td>X - RIC 3 Chairman</td>
</tr>
<tr>
<td>17</td>
<td>Raynes, Melissa</td>
<td>X - CC Proxy Jeff Perry</td>
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<tr>
<td>18</td>
<td>Saffel, Dave</td>
<td>X - Proxy Rodney Evans</td>
</tr>
<tr>
<td>19</td>
<td>Sharp, Bob</td>
<td>X - WV State Fire Marshal</td>
</tr>
<tr>
<td>20</td>
<td>Vargo, Lou</td>
<td>X - WV Zone 3 Switch Agency</td>
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<tr>
<td>21</td>
<td>Vititoe, Steve</td>
<td>X - RIC 6 Chairman</td>
</tr>
<tr>
<td>22</td>
<td>Evans, Rodney</td>
<td>RIC 5 Chairman</td>
</tr>
</tbody>
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## Non-SIEC Board Members Present

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Antolini, Steve</td>
<td>X - WV NRP</td>
</tr>
<tr>
<td>2</td>
<td>Channel, Fred</td>
<td>X - WV Dept. of Corrections</td>
</tr>
<tr>
<td>3</td>
<td>Harless, Joe</td>
<td>X - WV State Police</td>
</tr>
<tr>
<td>4</td>
<td>McGue, Patrick</td>
<td>X - SIRN Project Manager</td>
</tr>
<tr>
<td>5</td>
<td>Jeff Perry</td>
<td>X - WV State Police</td>
</tr>
<tr>
<td>6</td>
<td>Paxton, Lisa</td>
<td>X - SIRN Business Manager</td>
</tr>
<tr>
<td>7</td>
<td>Mangus, Jim</td>
<td>X - RIC 1 Vice Chairman</td>
</tr>
</tbody>
</table>

## Motion to accept Minutes of last meeting

**Motion:** Steve Vititoe  
**Second:** Rodney Evans  
**Passed**
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Technical Committee – Dave Saffel (Rodney Evans)

1) Equipment testing – Testing – Motorola APX 900 – Rodney Evans
   a. Equipment will meet the requirements, based on testing, for Level 3.
      Motion by RC Faulk Second Patrick McGue Passed Unanimously

2) Site Updates
   a. WVSIRN –
      i. Patterson Creek – On the Air
      ii. Summersville – On the Air by the End of June
      iii. Sandstone – In Planning, not installed
         1. NPS still working on equipment procurement
         2. Summers County is discussing with US Cellular about locating equipment on their
tower, the existing structure will not hold the dishes needed. If we can get the tower
space making this a midpoint to shorten the distance between Keeney and Flat Top is
recommended.

3) Programming
   a. Current Versioning –
      Motorola APX 17.01.01 - MEGA Firmware 17.01.00 - Note updates
      Motorola CPS 20.01.00 – Firmware 20.50.09 (possible firmware problem), 20.50.10 Firmware
      Kenwood – KPG-95DGN v 8.30 (10 Series) Firmware – 4.43 (v2) 6.13 (v3)
      Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
      Kenwood – KPG-D1N 2.40 (NX-5X00 & 30 Series)–Firmware 2.40

4) Elgood Tower
   Motion to approve an MOU with AEP, and use of the tower, pending outcome of favorable load study, they are
adding building, generator and paying their own power, upgrade the road with gravel and vegetation removal
plan, by
      Motion Patrick McGue Second Steve Vititoe Passed

5) Montgomery Hill
   Motion to permit the move of FBI equipment, pending the outcome of a favorable load study on the tower,
consider amending the MOU to include the move of equipment.
      Motion Patrick McGue Second Steve Vititoe Passed

6) Laurel Mt. Site
   Motion to deny the addition of amateur equipment on SIRN sites
      Motion Patrick McGue Second Steve Vititoe Passed

7) Long Ridge Tower (Franklin) – T-Mobile
   Franklin tower is a BTOP tower, County has the land lease. Require load study and favorable results, require
own building, power and generator.
      Motion Patrick McGue Second Steve Vititoe Passed

8) LOC for Kentucky Utilities
   Request more technical information (tower height of antenna, ERP of transmitter, etc.), Motion to approve LOC
with additional information above, with a clause that any additional interference caused will be handled
accordingly.
      Motion Patrick McGue Second Jim Mangus Passed

9) North Mtn Tower is twisted, putting in a new path the Jefferson County 911 on the old tower, will also keep Blue
Ridge tower running. Twisted cross members and broken bolts at 100-120’ level. The site is a BTOP site. Mt
Weather is also connected. Found multiple paths out of alignment, upon investigation found tower damage.
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Have notified BRIM, need more information for them to work the claim. Premier Construction is sending pictures and info on the site. Obtaining quotes for a drone to inspect the tower.

10) Motorola 8500 Tri-Band Configuration, has a known software issue in the 450 range, Motorola working on the issue, unknown timeframe for resolution.

11) Tower Load Studies, Revision “H” will be required October, 2018. Motion to require any Load Studies be done in this revision, including the ones passed by Technical today

Motion Jim Mangus
Second Patrick McGue
Passed

12) First Net Patching – Table until the next meeting and allow for testing of equipment and understanding of how the app and the interface works with our system, after a better understanding Technical and Policy can create unified guidance. Jimmy is obtaining a demo unit and testing can be conducted by the Technical Committee. May also be able to be connected via CSSI/ISSI.

Motion Jim Mangus
Second Patrick McGue
Passed

13) Continue Encryption Discussion to revise the plan for the state, Combined Policy and Technical Discussion.

14) Begin the review of existing Policies to ensure they meet current needs, ongoing process for Policy.

**Important Technical Information**

<table>
<thead>
<tr>
<th>Channel ID Plan</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bandwidth</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>
</tr>
<tr>
<td>Transmit Offset MHz.</td>
<td>5 MHz</td>
<td>5 MHz</td>
<td>9 MHz</td>
</tr>
<tr>
<td>Channel Spacing</td>
<td>12.5 kHz</td>
<td>6.25 kHz</td>
<td>6.25 kHz</td>
</tr>
<tr>
<td>Base Frequency</td>
<td>453.025 MHz</td>
<td>450.000 MHz</td>
<td>400 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 (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) Encryption
4) Policy revisions to be revised by next meeting

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

1) Jim Mangus will start putting together the first WV AuxComm course in West Virginia
2) Sent out to each RIC chair the Excel sheet for the SCIP Goals & Tracking
3) Discussed the need to do some minor maintenance to the COML course which will be on the agenda for the July meeting
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4) Reviewed the list of the SIEC Goals & Tracking sheet to make sure all committee group entries were updated correctly based on previous discussions which will be needed for additional work on the 2018 SCIP project.

5) Worked through the SCIP snapshot that needs quickly returned to Marty McClain at OEC. Reviewed the document and made updates and added entries as necessary. Snapshot document was completed and returned to Lisa for submission on behalf of the West Virginia. 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 cannot 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.

6) The Statewide TICP and FOG document have both been updated with minor changes to show the new Coonskin address and fix several URL links that were no longer working to correspond with the updated links for the eFOG app.

7) The eFOG app has gone through two more revisions since the last meeting. All feedback has been returned to SPAWAR and OEC. The official release build should be published to the Apple & Google stores late this week.

8) Still waiting on Danny Kirby to verify hosting location for the Federal COMT course that was approved as part of a TA request.

9) September 7, 2018 the NG911 TA offering will be conducted at Flatwoods MedComm.

Planning Committee – Bobby Hoge

1) Marietta 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 RC Faulk. 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
4) Vendors
   a) Lauttamus will sponsor Sunday Social
   b) Great Lakes will also sponsor
5) Registration
   a) Registration is online
6) 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 SIEC – July 10
         i. MedComm, Flatwoods, WV

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

- Nothing to report

RIC Region 2 – Tom Hart

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

- Nothing to report

RIC Region 3 – Jeff Polczynski

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

- Next meeting: Thursday, June 14, 2018 at the State Police – Troop 6 HQ in Beckley. 10:00 a.m.

RIC Region 6 – Steve Vititoe

RIC Counties- Cabell, Boone, Lincoln, Logan, Mason, Mingo

- Next Meeting is June by conference call

New Business – Jimmy Gianato –

Old Business – Jimmy Gianato –

- No updates

2018 SIEC Meetings (Dates and Locations are tentative)

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Location Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 9 - 10</td>
<td>MedComm Center</td>
<td>Flatwoods, WV</td>
</tr>
<tr>
<td>August 13 - 14</td>
<td>MedComm Center</td>
<td>Flatwoods, WV</td>
</tr>
<tr>
<td>September 10 - 11</td>
<td>MedComm Center</td>
<td>Flatwoods, WV</td>
</tr>
<tr>
<td>September 23 – 27</td>
<td>2018 SIRN Conference</td>
<td>Kingwood, WV</td>
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<tr>
<td>October 15 – 16</td>
<td>MedComm Center</td>
<td>Flatwoods, WV</td>
</tr>
<tr>
<td>November 13 – 14</td>
<td>MedComm Center</td>
<td>Flatwoods, WV</td>
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<tr>
<td>December 10 – 11</td>
<td>MedComm Center</td>
<td>Flatwoods, WV</td>
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Motion to Adjourn

Motion: Dirk Burnside   Second: Steve Vititoe   Motion: Passed