



2018 WV Statewide Interoperability Executive Committee (SIEC) Meeting Minutes

December 10, 2018		
12/11/2018	9:00am – 12:00pm	MedComm, Flatwoods, WV
Meeting Called By	Dave Saffel	

SIEC Members

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

1	Bump, Paul		WV Zone 1 Switch Agency
2	Burnside, Dirk	X	WV Department of Highways
3	Channel, Fred	X	RIC 4 Chairman
4	Dooley, Lisa	X - Proxy D. Erwin	WV Municipal League
5	Dunlap, John		WV Office of Technology
6	Evans, Rodney	X – Conference Call	RIC 5 Chairman
7	Wolfe, Justin	X	WV Emergency Manager Council (Emg Mgr Assoc)
8			WV Homeland Security and Emergency Management- Advisor
9	Gore, Tyrone	X – Proxy Lisa Paxton	WV Parkways Authority
10	Hart, Tom	X – Conference Call	RIC 2 Chairman
11	Hoge, Bobby		WV E-911 Council
12	Patterson, Reginald	X – Proxy Rodney Evans	WV State Police
13			Statewide Interoperability Coordinator (SWIC)
14	McCallister, Roy	X	RIC 1 Chairman
15	Ogle, Jody	X – Proxy Danny Kirby	WV National Guard
16	Palmer, Larry		WV Sheriff's Association
17	Parsons, Vivian		WV County Commissioner Association
18	Polczynski, Jeff		RIC 3 Chairman
19	Raynes, Melissa	X – Conference Call	WV Health & Human Resources (DHHR)
20	Saffel, Dave	X	APCO
21	Sharp, Bob	X	WV State Fire Marshal
22	Todorovich, Michael		SIEC Chairman/ WVDHSEM Director
23	Vargo, Lou	X – Conference Call	WV Zone 3 Switch Agency
	Vititoe, Steve	X	RIC 6 Chairman

Non-SIEC Board Members Present

1	Eubank, Dave		SIRN
2	Harless, Joe	X	WV State Police
3	Faulk, RC		
4	Paxton, Lisa	X	SIRN Business Manager
5	Mangus, Jim	X	RIC 1 Vice Chairman
6	McConnell, Dustyn	X	
7	Neal, David		
8	Perry, Jeff	X	WV State Police

Motion to accept Minutes of last meeting

Motion: Roy McCallister

Second: Dirk Burnside

Passed

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Technical Committee – Dave Saffel

- 1) Programming
 - a. Current Versioning –
 - i. Motorola APX 19.00.01 - MEGA Firmware 18.21.00 <- 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) 6.14 (v3)
 - iv. Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
 - v. Kenwood – KPG-D1N 2.60 (NX-5X00 & 30 Series)–Firmware 2.61

- 2) Mobile Antennas – The technical committee is going to create a document of recommendation of antenna types that are desirable for use in the SIRN system. Further discussion of currently installed antennas took place at this meeting.

- 3) EQT has requested permission to move their dish antenna from their current pole to either a larger pole or possibly on the building. The Technical Committee does not object to looking into what they desire once it is specified more precisely. Additionally, any changes to the site must take place with the approval of the SIEC and will be supervised by SIRN technicians or their designees.

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

NOTE: This information has changed!!!!

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) Discussion Talk Group use and restrictions

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Training, Education, and Exercise Committee – RC Faulk (Jim

- 1) WV Auxcomm – January 26 – 27, 2019 still accepting registrations
- 2) 17 currently signed up
- 3) Room block

Discussed with DJ Sigman from FirstNet the possibility of adding our WV eFOG app to the FirstNet local control portal. He is working through that procedure and will let us know.

- 2) COML and AuxComm courses are current and no updates are needed following the SIRN conference.
- 3) We are not sure if West Virginia has received the OEC TA request for 2019 and we are not sure of the status of the 2018 offerings that were in the "pending" status.
- 4) Marty McClain said that we should prepare to finalize and submit the SCIP that we have now.
- 5) Discussed the possibility of collecting new and updated data for updates to the state TIC, FOG and eFOG. We will provide an online web utility for data submission and will begin this in early 2019.
- 6) Hancock County had requested an AuxComm course but Jim Mangus advised that the students did not meet the prerequisites.
- 7) Parkersburg area is interested in having an AuxComm that Jim Mangus is working on and another AuxComm course located at MedComm in Flatwoods on January 26-27 2019.
- 8) It was discussed the need to publish a list of WV AuxComm personnel like we do with the COM-L approved personnel as well as Instructors.
- 9) RIC6 presented a COML application for Matthew Gregg that was presented to the RIC on 3-22-18. According to the RIC, everything was in order with the application and the Training/Education/Outreach received the application and voted to present the application to the SIEC on Tuesday.

Motion Roy McCallister

Second Rodney Evans

Motion Passed

- 10) Discussed with Policy/Procedure committee about updating the requirements for the Instructor section in SIRN policy. Rodney Evans will handle accordingly in Policy & Procedure.
- 11) Discussed amateur radio in conjunction with updates to ESF #2. Paul Howard advised to send suggested additions to him via e-mail. Committee will work on getting this to Paul.

Planning Committee –Bobby Hoge

- 1) Emergency Mgt Council rep needs replaced. Rodney Evans will reach out to Al Whitaker
- 2) 2019 SIEC Meetings

Conference Committee – Tyrone Gore(Lisa Paxton)

- 1) 2019 SIRN Conference will be September 22-27, 2019
- 2) Exploring options for locations
- 3) Test presentations at the SIEC meetings
- 4) FlowChart for using system

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- 5) Suggested Topics:
 - a) Motorola System Upgrade
 - b) Antennae – Jim Mangus
 - c) River Museum Fire - RC Faulk
 - d) Team Building Exercise
 - e) Radio Hands-on Exercise Rodney Evans
 - f) Beginner Track – more basic more beginner than SIRN 101
 - g) Dirk suggestion
 - Tower site visit – or video/pictures - towers, roads, buildings, trunk trailer,
 - Drone footage – Danny Kirby
 - Roy and Jim - already have presentation
 - Tower mapping – FBI
 - SIRN Techs – pictures/videos
 - Drones - Fred

Broadband/FirstNet - Mark DeBruyn

- 1) FirstNet gave an update for 2018 – Lori Stone, DJ Sigman, Samantha Delph
- 2)
- 3) Continue to work on the rural broadband initiative and tower capacity
- 4) Mark DeBruyn asked for documentation regarding what ISP's and or other third parties are currently co-located on which towers throughout the SIRN, as well as ownership of towers in the system and current lease agreements.
- 5) Mark DeBruyn stated he would make available to SEIC governance committee a summary report of load on Hampshire county tower to be provided by Hampshire County Commission.
- 6) Mark DeBruyn gave an update on Zayo Fiber project across the northern counties and how it would service broadband needs of rural areas, and possibly provide infrastructure for additional towers in the state.
- 7) DJ Sigman updated the SIEC on FirstNet happenings. 3000 accounts statewide

RIC Region 1 – Roy McCallister

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

- Next Meeting January 17th Ripley Volunteer Fire Department

RIC Region 2 – Tom Hart

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

- January meeting to TBA

RIC Region 3 – Jeff Polczynski

RIC Counties - Grant, Hardy, Hampshire, Berkeley, Jefferson, Mineral, Morgan

- Last Meeting December 5th cancelled
- Next Meeting January TBA

RIC Region 4– Fred Channel

RIC Counties - Pocahontas, Pendleton, Webster, Randolph, Tucker, Barbour, Upshur, Braxton, Gilmer, Lewis

- Next meeting Feb 19th
- Region 4 EM meeting

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RIC Region 5 – Rodney Evans

RIC Counties - Mercer, McDowell, Wyoming, Raleigh, Summers, Monroe, Greenbrier, Nicholas, and Fayette

- Discussed System upgrade
- SWIC and Asst SWIC appointments
- New Director Greenbrier County and new planner in Raleigh County
- Meeting TBA in December or January

RIC Region 6 – Steve Vititoe

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

- November 29th
- Next meeting TBA - January

New Business – Bobby Hoge

- Marty McLain
 - Legislation Cyber and Infrastructure Agency
 - New Name - Emergency Communications Division ECD
 - SCIP – add alerts and warnings
 - Technical Assistance Programs
- Danny Kirby discussed the need for a Vulnerability Assessment for SIRN
 - will discuss more at next SIEC Mtg
 - Motorola Upgrade - accessibility
 - Cyber
 - Test tower sites off line
 - Need approval
 - Use trunk trailer maybe an option
 - Costs?? - Drill Function through the guard – should not be a costs

Old Business – Bobby Hoge

- No updates

2019 SIEC Meetings (Dates and Locations are tentative)

January 7 - 8	MedComm Center	Flatwoods, WV		
February 11 - 12	MedComm Center	Flatwoods, WV		
March 11 - 12	MedComm Center	Flatwoods, WV		
April 8 - 9	MedComm Center	Flatwoods, WV		
May 13 - 14	MedComm Center	Flatwoods, WV	EXPO	May 8 -11
June 10 - 11	MedComm Center	Flatwoods, WV		
July 8 - 9	MedComm Center	Flatwoods, WV		
August 12 - 13	MedComm Center	Flatwoods, WV	SERC	August 19 - 22
September 9 - 10	MedComm Center	Flatwoods, WV		
September 22 - 27	2019 SIRN Conference	Kingwood, WV	SIRN	Conference
October 7 - 8	MedComm Center	Flatwoods, WV		

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November 12 - 13	MedComm Center	Flatwoods, WV		
December 9 - 10	MedComm Center	Flatwoods, WV		

Motion to Adjourn

Motion: Dirk Burnside Second: Jim Mangus Motion: Passed