West Virginia
Statewide Interoperability Executive Committee
Meeting Minutes

Date: April 8, 2024	Time: 12:30	Location: RETI
Meeting Called to Order By: Bob Hoge		

SIEC Membership & Participation
(X – Present; Blank – Absent; X-CC – Present via Conference Call)

Mangus, Jim	Proxy CC – Roy McCallister	RIC 1 Chairman
Hart, Tom	Proxy – Tony Novel	RIC 2 Chairman
Polczynski, Jeff	CC	RIC 3 Chairman
Channell, Fred	X	RIC 4 Chairman
Zilinski, John	X	RIC 5 Chairman
Vititoe, Steve	X	RIC 6 Chairman
Saffel, Dave	X	WV APCO
Cadle, Pat		WV County Commission Association
Mccabe, GE		WV DEM Director
Wriston, Jimmie	CC Proxy – Pat Shea	WV Department of Transportation
White, Mikyle	Proxy – Bob Hoge	WV E-911 Council
Rose, Richard	Proxy – Justin Wolfe	WV Emergency Management Council
Ratliff, Jody	CC Proxy – Jason Rucker	WV Health & Human Resources
Blosser, Travis		WV Municipal League
Crane, Bill	Proxy – Danny Kirby	WV National Guard
Abbott, Heather		WV Office of Technology
Miller, Jeffrey	CC Proxy – Tyrone Gore	WV Parkways Authority
Howard, Tom		WV Sheriff's Association
Tyree, Ken		WV State Fire Marshal
Chambers, Jack	Proxy – David Simmons	WV State Police
McConnell, Dustyn	X	WV SWIC
Bump, Paul		WV Zone 1 Switch Agency
Vargo, Lou		WV Zone 3 Switch Agency

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

RC Faulk	X	Assistant SWIC
Lee Canipe	CC	BK Technologies
Michael Bath	CC	BK Technologies
Steven Singer	CC	CISA
Shirley Morrison	X	Medical Command
Nathan Sayre	X	WVSP
Brooke Hess	X	Loudoun Fire/Rescue

Previous Minutes Reviewed and Approved
- **Motion:** **Steve Vititoe**
- **Second:** **Tony Novel**
- **Motion:** **Passed**

Technical Committee Report – Dave Saffel

- Programming
  - Current Versioning –
    - Motorola **APX CPS R32.00.00 2023.3 Feature Release – FW R32.03.00 2023.3 Feature Release – 3/19/2024**
    - Motorola APX Next – **FW R05.05.00 2023.3 Feature Release – 02/15/2024**
    - 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 5.10 (NX-5X00 & 30 Series)–Firmware 5.14 - fixes TDMA
    - Armada - **1.40.21**

- Testing
  - BKR9000 –Motion to approve – Danny Kirby, second Tony Novel. Unanimously approved Level 1.

  - Tait – Tait has submitted their radios (without remote microphones). Testing has begun. Discuss front panel display vs Talkgroup listing. The radio has limitations to the number of characters in the front panel display of 12 characters. This should limit the radio to Level 2.

- System Managers Report – March 2024 Stats:
  - Calls = 3,241,189
  - Busy = 17,547
  - PTT = 3,786,076

- Discussion with BKR9000 radios with BK technical representatives.

- Radio Requirement/Approved Equipment List document with modifications.

- Testing requirement to be updated in the Radio Requirement Policy
  - 4 of each of the following are required to submitted to the SWIC for testing:
    Radios requiring testing
    Belt Clips or holsters
    Remote speaker microphones
    Chargers
    Programming Cables
    Encryption cables for use with Motorola KVL
    Programming software that does not expire
    Software System key
    If Hardware key is also available, Master key shall be provided with
    four daughter keys

  - Portal address with 4 usernames and passwords for programming software and firmware updates (One username and password available to the four testers is acceptable)

  - It is recommended that radios be equipped with any and all options available for the radio model. A 4000-channel radio that is provided with 2000 channels will be a Level 2 radio as it was not tested with the requirement for Level 1. Include absolutely anything you want tested now and in the future. Updating options released later will potentially require testing prior to release of that option being available for sale. No feature shall be approved without prior recommended approval of the Technical Committee to the SIEC.

  - Adding desired specifications to Radio Requirement/Approved Equipment, such as desired number of characters in a display on a Portable or Mobile radio.

- FBI is going to add a radio to their existing rack of equipment. No objection.

- SP Charlestown talkgroup has been turned back on.

- Cyber-Subcommittee met in a virtual meeting that FEMA put on.

- DNR has requested 10 talkgroups. Several teams that function statewide for Special OPs. They also wanted to add channels for several park areas. Those will be more regional in nature. They will name them appropriately and advise the SWIC. Motion Dan Kirby, Second Tony Novel. No objections.

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Meeting Minutes

Important Technical Information

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

Cyber Security Sub-Committee Report – Danny Kirby

- Danny Kirby and Brooke Hess attended a virtual FEMA cyber awareness from a user level perspective. They will show a 5-minute movie each month for cyber security.

Policy and Procedures Committee Report – John Zilinski

- Reviewed and approved updates to the ASR and Radio Equipment policies to include the BKR9000 approval. Will present to the membership for voting approval.

Training/Education/Outreach Committee Report – Bobby Palmer

- Roy McCallister reported on an ICS-300 class at Hardy 911 on April 30 – May 2.

- Reminders to submit ideas for the Conference to Steve Vititoe.

Conference Committee Report – Steve Vititoe

- Nothing to report on at this time.

Planning Committee Report – Bobby Hoge

- Efforts continue with AEP, Everest, and AT&T looking at moving the Horse Pen site.

New & Emerging Technologies – Paul Bump

- Jeff Polczynski reported that the 911 Council is monitoring Frontier passing traffic on the microwave network. This is still a work in progress and additional information will be forthcoming as additional progress is being made.

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

- No Notes provided.

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

- RIC 2 has not met since the last meeting.

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

- Meeting minutes attached.

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

- Have not met since February.

- Next meeting is 10am at Randolph County 911 Center on April the 18th.

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

- Minutes are attached.

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

- Next meeting is April 25th at Lincoln 911 at 10am and will be doing elections.

Business Conducted

- Technical committee recommends the BKR9000 portable radio as a Level 1 radio. Second by Danny Kirby, motion passed.

- RC Faulk will invite Aviat to the next meeting to discuss the licensing updates for the microwave project.

- Technical Committee recommends creating the State Park talkgroups for DNR. Second by Danny Kirby, Motion passed.

- Policy Committee recommends approval of the updates to the ASR updates and the Combined Radio Equipment and AEL to include the BKR9000; Second by Danny Kirby. Motion Passed.

- Next meeting:
  o **Date: May 13, 2024**
  o **Location: RETI Flatwoods**

Meeting adjournment.
- **Motion: Fred Channell**
- **Second: Danny Kirby**
- **Motion: Passed**

R3 RIC met 4/3 via online.

1. Three of fourteen voting members present for the meeting
2. Nominations for Vice-Chair were opened. A nomination for one voting member was made and this member declined. No other nominations were made. Vice-Chair position remains open
3. Provided update of TECHNICAL COMMITTEE meeting from March notes
    a. APX CPS versioning
    b. BKR discussion involving charger/battery issue
    c. List of specs for minimum requirements for vendors to provide equipment for testing devices
    d. Level 5 – "time-out" level for radio equipment designation
    e. Radio Authentication Discussion – SWIC investigating process for software driven authentication to radio ID (outside of PM). Will become mandatory in new purchases (much like TDMA)
4. Shepherdstown site update information
5. No other information on R3 site updates. Technical support was not present
6. Discussed legislation recently passed (SB439). State leaders providing workshops
7. Swisher reported on NENA goes to Washington and Capito signed as co-sponsor to 911ACT
8. Discussed Trello platform changes on 4/8 which is an issue for RIC
9. APCO Conference 11/18-22 in Ohio County (Tridelphia)
10. Seek out person from Washington County to be included in committee
11. Next Meeting 5/15

CALL TO ORDER

- The meeting was called to order at 10:01 by RIC 5 Chair John Zilinski.

SIGN IN SHEET

- **Present:** Loyd Lowery, Kevin Walker, Ethan Whisenant, Dustyn McConnell, John Zilinski, Cody Fortner, Stan Wilson, Zach Honaker, Richard Filipek
- **Virtual:** Don Havens, Brant Whittaker, Richard Miller, Mark Pickett, Tim Ellison, Josh McKinney, David Lord, John McGinnis, Bobby Bowman, Jeff Smith, Ernie Parsons
- A copy of the sign in sheet is attached for reference.

APPROVAL OF AGENDA

- Motion By: Kevin Walker
- Seconded By: Richard Miller
- Result: Carried

APPROVAL OF MINUTES

- Motion By: Tim Ellison
- Seconded By: Kevin White
- Result: Carried

TECHNICAL MEETING

- Motorola **APX CPS R32.00.00 2023.3 Feature Release** – **FW R32.03.00 2023.3 Feature Release – 1/17/2024**
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- Kenwood – KPG-112DN V2.33 (20 Series) Firmware 2.21
- Kenwood – KPG-D1N 5.10 (NX-5X00 & 30 Series)–Firmware 5.13 - fixes TDMA
- Armada - **1.40.21**
    - BKR9000 – BKR9000 – Chargers needed a firmware updates, had to go to Ohio to have factory update them. Only two exist in the company. Battery was not displaying correct changing gauge. Testing committee was concerned about not being able to update firmware. Not Approved. Looking for a letter from BKR to verify this issue is corrected when radio is in production. If you buy once approved, use caution and make sure your chargers have been updated.

- APX next – Fixed issues with latest release. Still locked on wifi and will not release. Are going to program control channels into the radios and see if it fixes the problem
- Armada – Fake update came out 1.41.21. Do not used. Use the one dated in December.
- Kenwood – No change
- Tait – We have heard nothing from them since them stating they wanted to have radios tested.
- McDowell Sheriff approved for a talkgroup.
- Cyber Security – sent to legal

System Managers Report – February 2024 Stats:

Calls = 2,892,858

Busy = 10,049

PTT = 3,537,688

Important Technical Information

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POLICY AND PROCEDURE

- Policy regarding Communications Unit Training. This addresses requirements for COM-U, COM-L and any other training that has a task book that may be associated with it. This is now available online.

TRAINING AND OUTREACH

- COM-L course in Raleigh County is still being coordinated with the instructors. When dates are more final, information will be sent out.

CONFERENCE

- The SIRN Conference is scheduled for September 29 – October 3, 2024 in Kingwood, WV. SIEC has asked for class ideas. Please send those directly to Mr. Zilinski via email to john.zilinski@raleigh911.org

PLANNING COMMITTEE

- Frontier Update – Located 3 sites for the "tie-in" to their network. This is only for PSAP's to use in emergency situations when 911 Telephone services may not be available. This is just another way to increase redundancy.
- Lick Knob – Looking to replace Lick with a 3-site simulcast system. Budgetary estimate for 3 sites is $14,975,689. This projects also consists on working with Boone Co. that would increase coverage in portions of their county. No ideal places have been found at this time. A lot of obstacles have posed a challenge.

CURRENT AND EMERGING TECHNOLOGIES

- AT&T WIFI calling – cell pro boosters in schools seem to work. Contact DJ if interested.
- Mini CRD's are also available for demo. Several counties have already reached out for testing.
- NG911 Conference at the end of the month in Charleston. 3/25-28/2024. Programming class to be held on 3/29.

COUNTY / AGENCY NEWS

- Raleigh County – request has been made to demo the mini CRD's from AT&T for testing. Will be having a kickoff meeting for a communications exercise with region 1 healthcare coalition. This will be similar to the exercise that was done a few years ago with all the regional 911 centers, emergency management, healthcare facilities, hospitals, and health departments. More information to come. Also sat through a demo with TangoTango. Nicholas County also in demo stage now. Nicholas County has had very good results with the product so far. It allows you to communicate on one talkgroup, anywhere as long as you have cellular or wifi connection.
- Summers County – Loyd Lowery in the new Summers County 911/OEM. Mr. Lowery was welcomed to the group and had nothing further to report.
- Fayette County – Waiting o Valley Tower to be constructed. Site prep is starting. Additionally, Fayette OEM has a drone as a deployable resource. There is a class coming up for pilots on 5/14-17/24 and it is currently at max capacity. Another one may be scheduled in the future based on previous interest and participation.
- SWIC – Discussed smart connect. SIRN does have a statewide SSID or it can be obtained in respective county. Has additional information on firewalls and can distribute to anyone who needs it. // Radio Authentication – multi-year project that will help eliminate duplicate ID's on the system. Any unmatched radio will be rejected for use until the issue is resolved. Project can potentially cost approximately 600K, and most of that cost is associated with licenses.
- WVSP – Have a few Viking radios in testing. No issues so far. Kevin White. Role will be assumed by Ethan Whisenant moving forward.
- National Park Service – Have some radio equipment that has arrived. Did some testing with APX NEXT radio, no issues reported.
- Zach Honaker – Nothing to report.
- Monroe County – Nothing to report.
- McDowell County – Nothing to report.

- Wyoming County – Hanover site now operational. Had some issues with a repeater but have since been resolved.
- Greenbrier County – MCC7500 kickoff meeting was held earlier in the week. Excited to get that project started.
- Beckley Fire – Nothing to report.
- Bradley VFD – Nothing to report.
- Nicholas County – MCA began install of 7500 in their new location. Still underway at this time.
- Higher Education (David Lord) – Nothing new however, no update on radio issues. Work request was completed at conference last year. Kevin White will check in with Rodney for an update.

NEW BUSINESS

- Membership Involvement and Voting Members – Mr. Zilinski indicated there were several vacancies within the RIC and several roles needed filled. He made the suggestion that Mark Pickett fill the position for Hospital Representation. Steve Lipscomb who represented 911 and who was also the vice chair will need replaced due to his retirement. We will take nominations at the next meeting, which will then go for vote.

OLD BUSINESS

- No old business to discuss

NEXT MEETING

- Next meeting will be on Thursday, April 11, 2024 at the Bank in Glen Jean // NPS hosting. Backup location is Fayette County 911. Follow email list for confirmation.

ADJOURNMENT

- Motion: Kevin Walker
- Second: Kevin White
- Result: Carried
- Meeting was adjourned at 11:23 hours

Meeting transcribed and submitted by D. Cody Fortner, RIC 5 Recorder