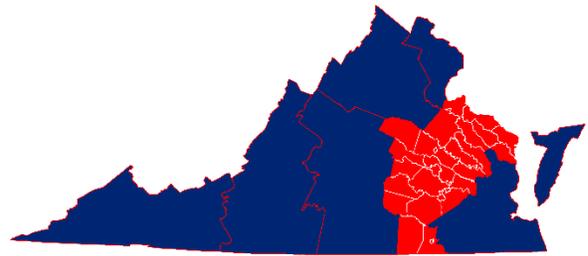


RPAC-I Region 1 Meeting

Friday, February 3, 2017

1000 hours

Eanes-Pittman Public Safety Training Center



Minutes

Attendees:

Carol Adams, Office of the SWIC
Derek Andresen, Richmond, Vice Chair
Chris Brackett, New Kent
Robert Campbell, VADOC
Thomas Gagnon, Office of the SWIC
James Gwynne, Richmond ECC
Greg Hunter, King and Queen
Denise Johnson, Prince George

Thomas Nolan, Powhatan
Steve Parrott, Chesterfield & CVAHIMT
Phil Puccio, Chesterfield
Kathy Robins, CVEMA/RRPDC
Mike Schlemmer, Louisa
Charles Smith, Hanover, Chair
Dorothy Spears-Dean, VITA
David Warner, VITA

Welcome

The Chair, Charles Smith, called the meeting to order at 10:09 am. He welcomed everyone and thanked them for attending. As new chair, he provided some background on himself and invited everyone to introduce themselves. He asked that everyone consider their locality's representation here and encouraged them to invite any appropriate local staff to participate in future.

Minutes

The Chair invited a motion to approve the December 2, 2016 minutes. David Warner moved approval, Greg Hunter and Derek Andresen seconded. Motion carried with no further discussion.

SWIC Update

The Chair invited Tom Gagnon to provide updates.

- **OEC Technical Assistance Program Catalog** has been revamped and consolidated. Mr. Gagnon advised that he has requested that all 7 RPAC regions send him their requests/suggestions for OEC technical assistance. He will present at the SIEC meeting next Friday.
- **FY17 SHSP Grants** He met in December with SIEC to refine guidance for communications projects submitted for SHSP funding and define how they will be vetted. The SIEC agreed that any communications projects must be reviewed and endorsed by the RPACs to ensure that they advance interoperability. He asked that these projects also be prioritized by the RPACs after which the SIEC will prioritize all communications projects proposed for the entire Commonwealth before they go to VDEM for the peer review process. Regional projects will be given priority. The SIEC will be briefed on this at its

meeting next Friday.

The Public Safety Stakeholders Workshop has been scheduled for February 22, 2017. This is an invitation only event where revisions to SHSP scoring criteria and process will be negotiated. The SHSP Stakeholder Briefings for VDEM regions will start February 27, 2017, with the VDEM Region 1 briefing scheduled for March 6 from 10 am to noon at Eanes-Pittman.

- **Statewide Nomenclature Working Group** Corey Beazley is lead on this and as he was not present, no report was given. Chair was emphatic on the critical nature of this initiative to promote consistent and non-conflicting naming conventions in public safety communications. The 2017 NPSTC/APCO document can be found [here](#). Because of APCO's standing in the public safety comms world, their endorsement should help to encourage adoption of these standards. The Chair brought hard copies for anyone who needs one. Derek Andresen asked how this relates to the recent Commonwealth ID Plan. The Chair reported that they are closely related in that every radio transmits a numerical identity and this state plan assigns a number range to every locality in the state to ensure that no 2 localities are using the same number range. This is only for P25 systems. David Warner suggested making it a practice to test interoperability at APCO and NENA conferences just to confirm interoperability *before* the disaster. The RPACs across the state need to be educating and advocating for this across the Commonwealth at the local level for those who don't come to RPAC meetings. This will be a standing mission of this RPAC. Could also ask APCO to push. For state agencies reluctant to adopt, it may take some political pressure. Carol Adams volunteered to bring the issue up at the SIEC meeting next week. Mr. Gagnon will propose adoption of this as a requirement for any project seeking SHSP funding. This issue will continue to affect public safety comms including new technologies coming out.
- **COMLINC Working Group** This SIEC subcommittee is reviewing/validating MOA between subscribers and VSP. Many of these MOAs have never been signed. Once the document has been validated, Mr. Gagnon will be doing workshops across the state to educate locals and facilitate completion of these MOAs.

Mr. Gagnon meets monthly with SyTech (manufacturer of the RIOS system) and is happy to convey to them any issues you may be having with your system. Just let him know. He has had some recent successes resolving persistent issues for York and Accomack Counties.

Data: SyTech is monitoring data usage across the Commonwealth. He will be briefing the SIEC on user access. The Chair pointed out that COMLINC will be a standing agenda item for this group since this is the perfect venue to share information on what this powerful tool will and will not do for you. Carol Adams agreed, adding that many end users don't know the tool exists or how to use it. She will be doing COMLINC training across the state. If you need this training, contact her. She can also come in and educate at the administrative level or even demonstrate at an RPAC meeting. RJ Campbell of DOC reported that this tool was absolutely critical for an event they had to manage a couple of years ago and he had to walk a VSP dispatcher through how to use it. Ms. Adams requested that anyone with a 'lessons learned' kind of story about the system please write it up and send it to her or Mr. Gagnon to help them to promote education on the system. It would be good to hear about both successes and failures due to lack of awareness of/proficiency with the system.

Ms. Adams recently trained 35 - 40 dispatchers from Winchester, Warren, Clark, Fauquier, and Frederick over a 2-day period. She is working with Cheryl Buchanan to bring this training to Region 1. Most regions have spring and fall training set up through their police training academies. She is happy to do on-site training for localities.

- **FirstNet** Mr. Gagnon reported that at the state level they are working on their methodology for vetting the state plan when it comes out some time this year. Agencies involved will be Commerce, DGS, VITA,

VSP, VDEM, Attorney General, and the SIEC. FirstNet has given them a template on how the plans will come down to the states. The various sections will be delegated for vetting to the state agency with expertise in that area. Plans will not be coming out until the contract is awarded. It is expected that AT & T will be the contractor. Release of plans is driven by 5 data sets: population, critical infrastructure, interstate systems, location of public safety infrastructure, and PSAP call data. Expect urbanized areas to receive first. Completion by 2022. At the grassroots level, Ms. Adams reported that she has been doing 1 – 2 briefings per week for localities across the Commonwealth. She recommended that staff from administration, police, fire, EMS, EM, and the PSAPs be present. Once the contract is awarded, they will be involved in this process too. They are updating the website as well as producing a video with disciplines at the spring NASCAR race on how FirstNet will be applicable and beneficial for field personnel in the Commonwealth. There are videos now on YouTube that show how FirstNet can help various disciplines in the field. She will send links.

- **COMMEX** Mr. Gagnon reported that they had an initial planning meeting on 1/27 at Fort Pickett. Goal is to create a sustainable venue where folks across the Commonwealth who have done COML and COMT training can come and get task books signed off. They will be doing this interoperability exercise in 3 locations (regions 1, 4 and 7) including IMTs, Virginia Cache, Virginia Defense Force, and VDEM. Greg Hunter reported that this is a great opportunity to practice interoperability in a realistic setting with support from teams. It is critical that locals participate. Mr. Gagnon will be sending out a survey next week to determine the level of local interest. This information will also feed into drafting the Comm U program policy and how we certify, track, and employ folks. Working also on policy documents Ms. Adams wanted everyone to know that on 2/16 Chesterfield is hosting the one day APCO Winter Summit at Eanes-Pittman starting at 8:30 am. A SME expert on Next Generation 911 and FirstNet will be there. More information is available at the [APCO website](#).

Special Presentation: Communications Support for Events, Craig Gwynne, City of Richmond ECC

- **UCI/Richmond 2015 – September 2015**
 - He was responsible for event ICC
 - Event was its own 'locality'
 - 5-page Master Comms Plan
 - Expanded Dispatch was 3 times larger than typical for wildland fires (experience with IMT and western wildland fires was very helpful)
 - Aviation support from USCG – borrowed frequency from RIC
 - Comms unit included Richmond, Henrico, VCU, RFD, HFD, ECCs from Richmond, Henrico, VCU, RAA.
 - Set up 'islands' for RFD response within course area
 - Included Amateur Radio in ICC
 - Desk top box mobiles
 - Replicated CAD system including multiple localities using INET dispatch
 - This event *sold* RPD on ICS and incident planning
- **Farmville Vice Presidential Debate – October 2016**
 - Deployment same size as UCI event
 - Used INET Dispatch system from UCI
 - Used tracking tools from UCI (handheld GPS, iPads, etc.)
 - Set up enough repeaters to enable all to communicate (Farmville normally has 3 channels)

- Used Type 1 Communications Support Vehicle from Suffolk including dispatchers from Longwood and Farmville.
- **Appomattox Tornadoes – February 2016**
 - Small localities should work on partnering with IMTs to establish relationships before an event happens and develop a short team of staff qualified in command and general staff positions. This will help minimize chaos after a disaster.
 - They had state radio cache supporting IMT, state Hazmat and SAR teams.
- **Conclusion**
 - UCI event significantly enhanced capabilities/resources and coordination in Central Virginia
 - Incident Dispatch continues to be called on for incidents (events, protests, etc.)
 - RPD is much stronger now in ICS and incident planning.
 - Big thank you to VDEM, IMT, state radio cache, Hanover, Radio Comms of VA, AUXCOM/RACES.

Round Table

Steve Parrott/Chesterfield – CVAHIMT reported that all 4 IMTs met with VDEM at the end of January to do first task book credentialing crosswalk with national wildland group who are certified credentialing folks. Result will be Virginia being able to say we have credentialed, deployable assets at the state level. IMTs will be doing their submissions 2 -3 times per year, with the next one at the end of May. This region had 80 task books reviewed and 30 folks are now state-credentialed. If you have COML or COMT folks, be sure that they affiliate with someone to try and get state credentialing done. At some point the state will likely issue cards with your COML and COMT level of certification so we will be ready (a year down the road.)

Traffic Incident Management System (TIMS) – Chesterfield cross walked some gaps identified during TIMS training for first responders primarily in terminology and communications at the PSAP level. Modified TIMS training and offered it to dispatchers. Safety Unit met with VSP TIMS trainers and actually worked with VSP dispatchers for the first time face to face.

Amelia SAREX last July – Civil Air Patrol, Wilderness Ground Search and Rescue, volunteer SAR resources, IMT, localities, radio cache worked together over 3 days. They overlaid a radio network so Amelia EM now knows what would be needed for communications continuity should radio system go down. Sponsoring/hosting an exercise like this will facilitate your building a backup communications plan for your jurisdiction.

Chris Brackett/New Kent reported that they are moving forward with their new Harris system – Fire, Sheriff's Office, school buses are all on now. Met yesterday (2/2/17) with Harris to try and resolve some interoperability issues with York and James City Counties in the area of encryption. The county is looking for ideas/advice on how to resolve. The Chair pointed out that this is another of the issues where failure to coordinate and to adopt common standards can prevent interoperability.

Greg Hunter/Fairfax Communications Cache reported that they will be working on this issue and he will report back at our next meeting. He announced that Wes Rogers is retiring February 15 and going to work for OEC.

Charles Smith/Hanover reported that they are P25 800 MHz and are a partner in the Capitol Region P25 migration. Sometime in the next couple of months they will deploy P25 inside the Pamunkey Regional Jail giving them direct interoperability with their regional jail and also will give the jail the ability to talk to Caroline County.

REMINDER: All who plan to apply for FY17 SHSP grant funding should be getting these applications ready.

The meeting was adjourned at 12:02 pm. The next meeting will be Friday, April 7, 2017 at 10 am at Eanes-Pittman.

Respectfully submitted,

Kathy Robins