

# WASHINGTON, ALLEGANY, GARRETT INTEROPERABILITY NETWORK WORKGROUP

## Minutes

<b>Meeting/Project Name:</b>	<b>Washington, Allegany, Garrett Interoperability Network Workgroup</b>
<b>Date of Meeting:</b>	2 December 2010
<b>Time:</b>	10:30 am - 12:30 pm
<b>Location:</b>	Allegany County Department of Public Safety Headquarters
<b>Meeting Facilitator:</b>	Kevin Lewis, Washington County Emergency Services

## Discussion Topics

- ✿ ICW II Planning
- ✿ WAGIN Website Update
- ✿ Radio Equipment Inventory & Needs Assessment – Tom Miller
- ✿ Garrett County Tower Sites Update
- ✿ WAGIN Daily Role Call/Weekly Test Schedule (Policies, Procedures & PSAP POC)
- ✿ Multi-Agency Demo Test Drill
- ✿ Next Steps

## Attendees

Name	Organization	Name	Organization
Curt Andrich	MD Interoperability Project Management Office	Michele King	S&S Planning and Design
Susan Lee	Allegany County Department of Public Safety	Brad Frantz	Garrett County Public Safety
Roger Bennett	Allegany County Department of Public Safety	Virginia Smith	Garrett County Public Safety
Dick DeVore	Allegany County Department of Public Safety	Kevin Lewis	Washington County Emergency Services
Dave Chapman	ARINC	Charlie Summers	Washington County Emergency Services
Steve Smith	Garrett County Public Safety	Pete Loewenheim	Washington County Emergency Services
Richard Berg	MIEMSS	Rueben Fairchild	MIEMSS
Terry Cain	SHA	Steven Bucy	SHA
Hank Black	MEMA	Phil Lazarus	SHA
Tom Miller	Skyline		

## ICW II Planning

S&S Planning and Design provided an update on the number of registrants for the ICW II. At this time, there are a total of 33 registrants for Sunday, 12 December 2010 and 43 for Monday, 13 December 2010. Of the six Pennsylvania Counties invited, all have registered with the exception of Adams County. Kevin Lewis, will contact Adams County and Dave Chapman will follow up.

Workgroup members discussed and requested that Tom Miller be included as a speaker on the ICW II Agenda. Mr. Miller agreed to provide a presentation on existing coverage and proposed Phase II areas, which will begin at 9:45 am and conclude at 10:15 am. The revised agenda is attached.

Additionally, Overall Comments & Next Steps established from the ICW with West Virginia was reviewed for updates. Two items were identified as being in progress, which are as follows:

**1. Pursue additional grant opportunities such as regional grants.**

Regional grants will be discussed at the Western Maryland Regional Meeting on 16 December 2010.

**2. ARINC (WAGIN) working with West Virginia interoperability staff to interconnect system through IPICS.**

Dave Chapman presented a draft "Conceptual Statement of Work" to the Workgroup during the 14 October 2010 meeting. A more specific Statement of Work and estimated pricing will be developed by ARINC and discussed at the next WAGIN Workgroup meeting.

## WAGIN Website Update

Susan Lee informed the Workgroup that the WAGIN website will be operational by December 12<sup>th</sup>; however, news articles/items are needed. The website is a bare version for the initial start. Please provide additional links and documents to Ms. Lee for inclusion on the website. The website will be introduced at the ICW II during Opening Remarks.

## Radio Equipment Inventory & Infrastructure Needs – Tom Miller

Tom Miller indicated he is in the process of working on the UHF Infrastructure Project. He has contacted CEI as well as Brad Frantz for vendor information. Mr. Miller will have information to provide to the Workgroup during the ICW II. Additionally, Mr. Miller will work with Kevin Lewis on a price proposal.

## Garrett County Tower Sites Update

Richard Berg stated the Route 135 tower construction is complete and has power. In regards to connectivity, two options are being evaluated. The first option is a temporary 49 link which is currently being tested. The second option includes finding a funding source for a licensed microwave.

It was recommended to make Route 135 a priority for Garrett County and pursue Eagle Rock for future needs. According to Mr. Berg, six routers have been purchased through Allegany County and can be used for WAGIN purposes. Therefore, Mr. Berg will follow up on the router needs/specifications and purchase order between Allegany County and Washington County, while Rueben Fairchild will contact Rob Anderson, ARINC, for additional IPICS license.

After the meeting, Mr. Berg was able to complete the WAGIN to the Western EMRC connection at the Allegany 911 Tower. Once configuration of the router and PMC client are complete, testing may proceed. Additionally, Rueben Fairchild contact and provided Rob Anderson the specifications needed. Mr. Anderson will provide the IOS feature set and licenses required for WAGIN. According to Mr. Berg, if all is completed before the ICW II, this can be showcased as another WAGIN capability.

## WAGIN Daily Role Call/Weekly Test Schedule (Policies, Procedures & PSAP POC)

Washington County and Allegany County have been testing the system sporadically since the initial WAGIN Demo Test Drill, however, connectivity issues have occurred. Therefore, all three Counties; Garrett, Allegany and Washington will conduct a weekly PSAP to PSAP test. This test is a 30 second test that will occur every Monday at 9:00 am. Each PSAP site will log each test and provide the information to Dave Chapman and Rob Anderson. Rob Anderson will also be included to listen in during the test. Washington County will initiate the weekly testing on Monday, 6 December 2010.

A sample *Policies and Procedures* created by Curt Andrich was present to the Workgroup. Further discussion was proposed pertaining to who will be utilized for completing this document, which representatives from each County will be responsible for providing information and overall coordination. Dave Chapman commented a majority of the required information is in the training manual; however, operation policies are needed. Following the completion of the ICW II, the main focus of future meetings will be on developing this document.

## Multi-Agency Demo Test Drill

Richard Berg requested Medical Services to be included on the WAGIN IPICS. All required equipment is in place; however a point of contact to complete the connection is needed. Dave Chapman provided Rob Anderson as the point of contact and informed Mr. Berg that the IPICS license and software needs to be checked. By including Emergency Medical on the system, hospitals and ambulance will be able to utilize the WAGIN IPICS.

Further discussion on additional agencies to be included is needed. The timeframe for this Test Drill is late summer/early fall.

## Next Steps

- ✿ ICW with Pennsylvania: **12-13 December 2010**
- ✿ WAGIN Meeting : **13 January 2011, 10:00 am – 12:00 pm**  
**Allegany County Department of Public Safety Headquarters,**  
**PPG Road**