

# WASHINGTON, ALLEGANY, GARRETT INTEROPERABILITY NETWORK WORKGROUP

## Minutes

<b>Meeting:</b>	<b>Washington, Allegany, Garrett Interoperability Network Workgroup</b>
<b>Date of Meeting:</b>	19 April 2012
<b>Time:</b>	10:00 am - 12:00 am
<b>Location:</b>	Allegany County Department of Public Safety Building
<b>Meeting Facilitator:</b>	Dick DeVore, Allegany County Dept. of Emergency Services

## Discussion Topics

- ✿ Grants & Equipment Update
- ✿ Training / Exercise
- ✿ WAGIN Initiatives: Field Guide / Interoperability 101 / ICW III Conference
- ✿ Weekly PSAP -> PSAP Testing Report
- ✿ Review Task Listing from 15 March 2012 Meeting
- ✿ Next Steps

## Attendees

Name	Organization	Name	Organization
Susan Lee	Allegany County Dept. of Emergency Services	Phil Lazarus	SHA
Dick DeVore	Allegany County Dept. of Emergency Services	Rob Anderson	ARINC
Roger Bennett	Allegany County Dept. of Emergency Services	Erica Carlson	MEMA
Sam Anderson	Washington County Division of Emergency Services	Tom Miller	Skyline
Charlie Summers	Washington County Division of Emergency Services	Lori Stone	MD Interoperability Project Management Office
Brad Frantz	Garrett County Public Safety	Virginia Smith	S&S Planning and Design
Steve Smith	Garrett County Public Safety	Michele King	S&S Planning and Design
Terry Cain	SHA		

## Grants & Equipment Update

- Allegany County – Mount Savage and Martins Mountain Tower Sites
  - Work in progress on Martins Mountain Tower Site; Work slated for May on the Mount Savage Tower Site
  - Invoicing: Allegany County has paid 2 of 3 invoices for Martins Mountain
- Garrett County – Thayerville and Route 135 Tower Sites
  - Work completed at the Thayerville and Route 135 Tower Sites, however, SHA router installation for Route 135 is slated for a May completion date
  - Grantsville – no work has been completed to date; next installation site
- New PSIC Grant Adjustment – SHA funding to WAGIN Executive Committee
  - \$85K
  - GAN in process - Washington County
  - TWR Price Proposal for Westernport Tower Site – Dick DeVore requested
- SHA RF Equipment
  - ARINC to complete work by 30 June 2012
  - Sites include: Grantsville, Mount Savage, Keyser Ridge, Westernport, Town Hill and Savage Mountain
- Mobile Command Vehicle Price Quote
  - Rob Anderson provided a Price Quote on Mobile Command Vehicle (MCV) WAGIN Installation. Two options were presented. At this time, each of the three WAGIN counties will pursue Option 1. When funding becomes available, Option 2 may be pursued for one MCV, which will act as a Regional WAGIN MCV.

## Training / Exercise

### End-User Training Dates

- Allegany County Training: **8 May 2012 – 6:30 – 9:30 pm \*Note time change**
  - A draft Agenda was distributed for review
  - Training will be conducted during May Fire Chiefs meeting – approximately 20 participants
  - Both Washington and Garrett Counties plan to send 1-2 representatives; SHA plans to send 1-2 representatives; Erica Carlson, MEMA, plans to attend
- Washington County Training: **23 May 2012 – 6:30 – 9:30 pm**
- Garrett County Training: **6 June 2012 – 6:00 – 9:00 pm**

### Full-Scale Exercise – 27 June 2012

- Draft EX Plan was distributed
- Draft Participant Letter distributed
- Exercise Sub-Committee established; Members include – Susan Lee, Erica Carlson, Roger Bennett, Brad Frantz, Charlie Summers, Sam Anderson and S&S Planning and Design
  - **Exercise Sub-Committee Meeting**
    - Date: 4 May 2012**
    - Time: 10:00 am**
    - Location: Allegany County Public Safety Building**
- The establishment of exercise location is a top priority; Charlie Summers will contact Camp Baker

## Interoperability 101 / Field Guide / ICW III Conference

Interoperability 101 DVD - S&S obtained a VPN connect and installed WAGIN IPICS software to produce step-by-step instructions with specific screen shots.

- FSU will edit and narrate Training Video for final deliverable

Field Guide - Dick DeVore questioned Rob Anderson about the IPICS iPhone Application. Mr. Anderson indicated that the iPhone App is only available over a network and a license would be needed at approximately \$300/license. **Rob Anderson will provide a formal price quote for the iPhone license to the Executive Committee.**

Michele King discussed the Draft Field Guide to the Workgroup for review.

- Washington County provided data for Draft Field Guide; this may be used a template for Allegany and Garrett
- Template provided to ALCO; **Roger Bennett preparing data**
- Template provided to Garrett; **Brad Frantz preparing data**

**Tom Miller provided maps for each tower site outlining the low band coverage area; additional maps to follow.** Dick DeVore suggested: information obtained for the Field Guide be incorporated into CASM, common terminology and listing of department and company numbers.

ICW III - 23-24 September 2012 at Rocky Gap Lodge.

- Additional names were added to invitee listing

## Weekly PSAP -> PSAP Testing Report

Michele King informed the Workgroup that all agencies have been participating in the weekly testing. Several CAD Report submittals are necessary. Ms. King will be in contact with each agency to obtain CAD Reports.

## Review Task Listing from 15 March 2012 Meeting

WAGIN Member	TASK(S)
Executive Committee	<b>Completed</b> - Create Agendas for individual County – End-User Training
Dave Christner	Provide Michele King with DNR TICP information
Workgroup	Provide information for TICP - Table 17: Regional Emergency Resource Personnel
Susan Lee	Update the WAGIN website and research implementing a password on the website
Roger Bennett	Contact Full Scale Exercise date availability with POC
Rob Anderson – ARINC	<b>Completed</b> - Schedule installation date with Garrett County for console work
	<b>Completed</b> - Obtain information on each mobile command unit
	<b>Completed</b> - Develop a proposal for the installation of IPICS in the MCU's
	Develop a price quote for the iPhone license
Harry Wolford – TWR	Schedule equipment installation dates with Allegany County
Phil Lazarus	WAGIN Phase II equipment purchase utilizing PSIC Grant - <b>ARINC Price Proposal accepted being processed</b>
Tom Miller	Provide generalized coverage maps
S&S Planning and Design	<b>Completed</b> - Contact Phil Lazarus regarding EHP Screening Forms
	Create WAGIN Tower site inventory
	Develop wall map of all WAGIN Tower sites
	Develop ICW III registration information packets for potential participants
	Continue drafting WAGIN Field Guide
	Continue development of WAGIN Interoperability 101 Manuals & Video

## Next Steps

- WAGIN Meeting: **17 May 2012 – 10 am**  
**Allegany County Dept. of Public Safety Building**
- Exercise Sub-Committee: **4 May 2012 – 10 am**  
**Allegany County Dept. of Public Safety Building**
- ALCO Training: **8 May 2012 – 6:30 – 9:30 pm**
- WASHCO Training: **23 May 2012 – 6:30 – 9:30 pm**
- Garrett Training: **6 June 2012 – 6:00 – 9:00 pm**
- Regional Exercise: **27 June 2012**
- ICW III: **23-24 September 2012**