



South Dakota

Statewide Communication Interoperability Plan (SCIP)



October, 2012

TABLE OF CONTENTS

[Note: All language in italics is for instruction purposes and should be removed by States when completing the SCIP] **Error! Bookmark not defined.**

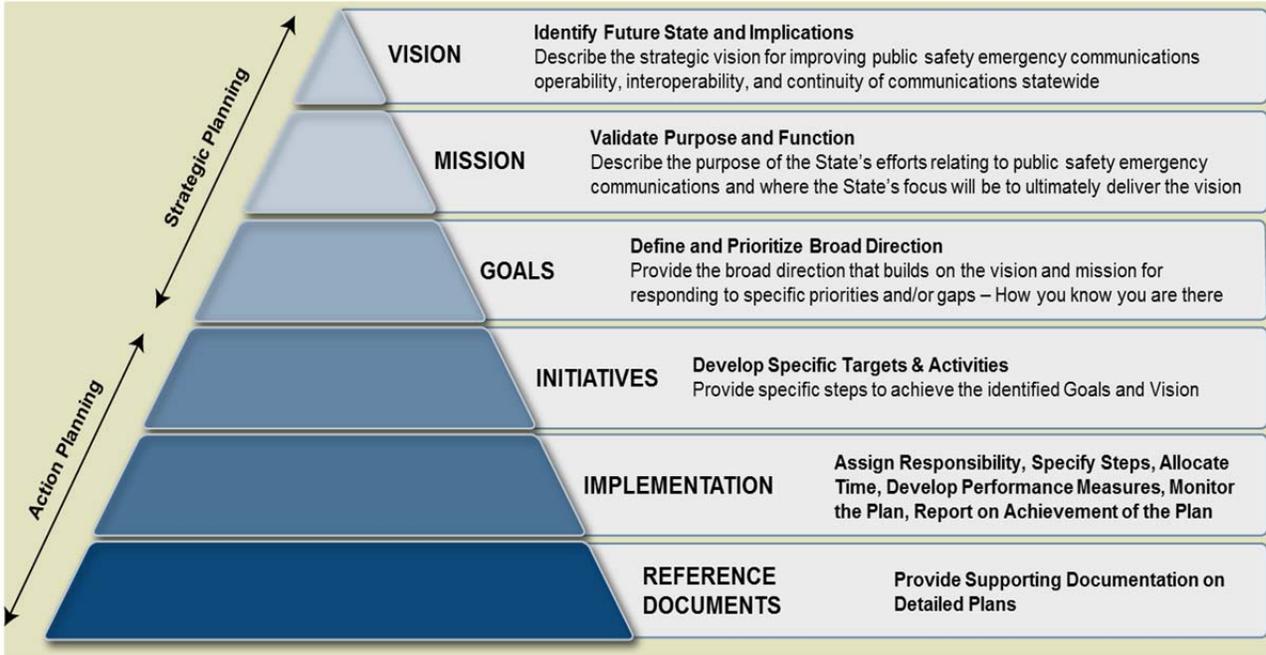
- 1. Introduction..... 2
- 2. Purpose..... 5
- 3. State’s Public Safety Emergency Communications Overview 6
- 4. Vision and Mission 8
- 5. Strategic Goals And Initiatives 9
 - 5.1 Governance..... 9
 - 5.2 Standard Operating Procedures (SOPs) 10
 - 5.3 Technology 23
 - 5.4 Training and Exercises..... 26
 - 5.5 Usage 30
 - 5.6 Outreach and Information Sharing 31
 - 5.7 Life Cycle Funding 33
- 6. Implementation 34
 - 6.1 Action Plan 34
 - 6.2 Performance Measures 34
 - 6.3 Performance Management 34
 - 6.4 Strategic Plan Review..... 35
- 7. Reference Documents..... 35

1. INTRODUCTION

The goal of the user-driven process to develop a three-year communications plan for the State of South Dakota has been to describe the basic radio communications procedures for the South Dakota statewide digital trunked radio system and to assure consistent, clear radio communications and allow for the prioritization of resources, strengthen governance, identify future investments, and address interoperability gaps. This document contains the following planning components:

- Purpose – Describes the functions of the SCIP in South Dakota.
- State’s Public Safety Emergency Communications Overview – Provides an overview of the State’s current and future emergency communications environment and describes the ownership of the SCIP
- Strategic Plan – Describes the overall strategic plan to enhance public safety emergency communications the details of which are described in the graphic below
- Implementation – Describes the process to evaluate the success of the SCIP and to conduct SCIP reviews to ensure it is up-to-date and aligned with the changing internal and external environment
- Reference Documents – Includes documents that provide additional background information on the SCIP or public safety communications in *[Insert State Name]* or directly support the SCIP

Figure 1: SCIP Strategic Plan and Implementation Components



The South Dakota SCIP is based on an understanding of the current and mid-range public safety emergency communications environment. South Dakota has taken significant steps towards enhancing public safety emergency communications. The state began the process of upgrading its infrastructure in 1999, with the caveat that the system would be available to all levels of government, regardless of their affiliation. After a review process, a digital trunked radio system operating on VHF-Highband was selected, and in September of 2001 construction was initiated.

On October 23, 2002, the South Dakota Interagency Communications System was made available for use by any governmental agency in South Dakota with public safety ties.

The current system consists of 54 tower sites across the state networked to a controller located in Pierre. "Roaming" is allowed between sites with the use of intelligent radios and networking. Roaming allows the user to traverse the state without losing communications, and the system allows individual agencies to maintain private communications with agency "talkgroups". The digital aspects of the system allow for clear communications over 97%+of the geographic area of the state.

It is also important to note that this work is part of a continuous cycle as the state will always need to adapt to evolving technologies, operational tactics, and changes in key individuals. In the next three to five years, South Dakota will encounter challenges relating to operability, interoperability, geography, aging equipment/systems, emerging technologies, changing project champions, and sustainable funding.

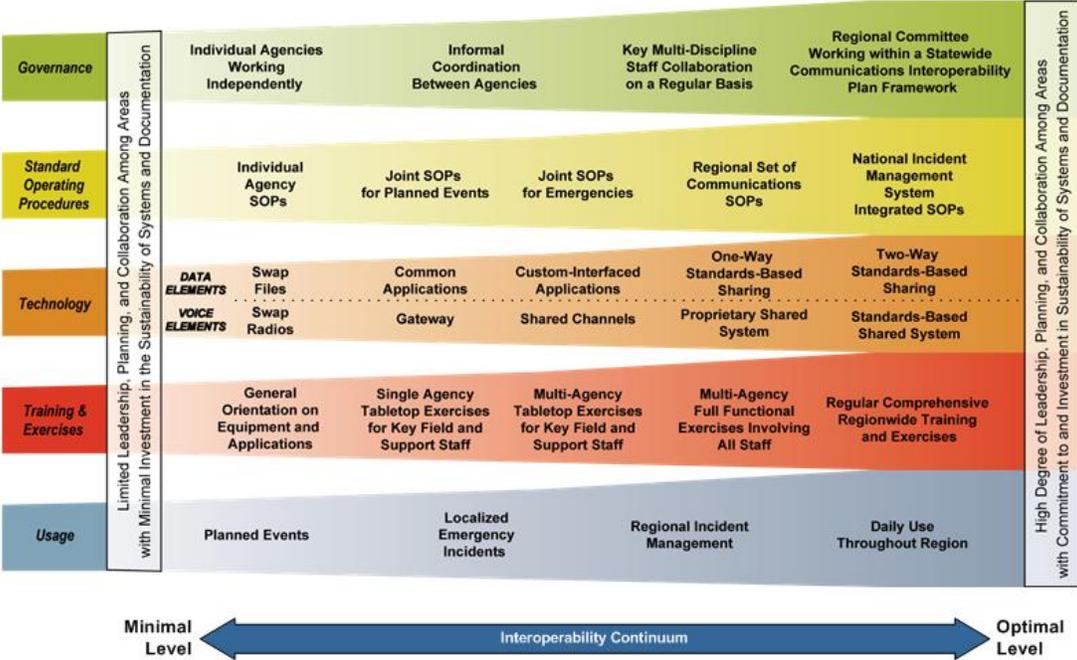
Wireless voice and data technology is evolving rapidly and efforts are underway to ensure that these new technologies meet the needs of public safety. The enactment of the Middle Class Tax Relief and Job Creation Act of 2012 (the Act), specifically Title VI, related to Public Safety Communications, authorizes the deployment of the Nationwide Public Safety Broadband Network (NPSBN). The NPSBN will be a wireless, interoperable nationwide communications network that will allow members of the public safety community to securely and reliably gain and share information with their counterparts in other locations and agencies. There is no defined timeline for the deployment of the NPSBN; however, South Dakota will be involved in the planning and build-out of the NPSBN in the near and long term. The network build-out will require continuing education and commitment at all levels of government and across public safety disciplines to document network requirements and identify existing resources and assets that could potentially be used in the build-out of the network. It will also be necessary to develop and maintain strategic partnerships with a variety of stakeholder agencies and organizations at the national, State, regional, local, and tribal levels and design effective policy and governance structures that address new and emerging public safety emergency communications technologies. During this process, investments in the statewide radio system will continue to be necessary and in the near term, wireless data systems or commercial broadband will complement the system. To

this point, South Dakota has assigned a single point of contact (POC), assigned the governance responsibility to the South Dakota Public Safety Communications Council, the governance and SIEC for the interoperability in the state.

Additionally, achieving sustainable funding in the current fiscal climate will be a priority for the state. As Federal grant funding diminishes, South Dakota will need to identify alternative funding sources to continue improving public safety emergency communications operability and interoperability for both voice and data systems. Key priorities for sustainable funding are:

1. Improve coverage in areas underserved by the statewide system.
2. Updates of site equipment. Current equipment is 11 years old.
3. Continue updating subscriber equipment with the ultimate goal of full P25 trunking statewide. Currently network control has been updated but not sites.
4. State 20% match for the Implementation Grant process of the NPSBN.

Figure 2: The Interoperability Continuum



The Interoperability Continuum, developed by SAFECOM and shown in Figure 2, serves as a framework to address all of these challenges and continue improving public safety emergency communications operability and interoperability. The Interoperability Continuum is designed to assist emergency response agencies and policy makers with planning and implementing interoperability solutions for voice and data communications.

The Continuum identifies five critical success elements that must be addressed to achieve a successful interoperable communications solution:

- Governance – Collaborative decision-making process that supports interoperability efforts to improve communication, coordination, and cooperation across disciplines and jurisdictions. Governance is the critical foundation of all of South Dakota’s efforts to address communications interoperability.
- Standard Operating Procedures (SOPs) – Policies, repetitive practices, and procedures that guide emergency responder interactions and the use of interoperable communications solutions.
- Technology – Systems and equipment that enable emergency responders to share voice and data information efficiently, reliably, and securely.
- Training and Exercises – Scenario-based practices used to enhance communications interoperability and familiarize the public safety community with equipment and procedures.
- Usage – Familiarity with interoperable communications technologies, systems, and operating procedures used by first responders to enhance interoperability.

More information on the Interoperability Continuum is available in OEC’s Interoperability Continuum brochure.¹ The following sections will further describe how the SCIP will be used in South Dakota and what our state plans to do to enhance public safety emergency communications.

2. PURPOSE

Criterion 2.1: Describe the function(s) of the SCIP in the State.

The purpose of the SCIP is to:

- Provide the strategic direction and alignment for those responsible for voice and data emergency communications at the State, regional, local, and tribal levels
- Serve as a business plan to explain the vision for public safety emergency communications in the State and demonstrate the need for funding
- Outline interoperability processes and procedures.

Additionally, the development and execution of the SCIP assists the Federal government with fulfilling the Presidential Policy Directive (PPD-8) National Preparedness Goal for Operational Communications².

In addition to this SCIP, [Insert State Name] will develop an Annual Progress Report that will be shared with OEC and other stakeholders to highlight recent accomplishments and demonstrate progress toward achieving the goals and initiatives identified in the SCIP. More information on the Annual Progress Report is available in section 6.4.

¹ OEC’s Interoperability Continuum is available here: <http://www.safecomprogram.gov/oecguidancedocuments/continuum/Default.aspx>

² National Preparedness Goal – Mitigation and Response Mission Area Capabilities and Preliminary Targets – Operational Communications: Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.

1. Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between Federal, state, and local first responders.
2. Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and transition to recovery.

3. STATE'S PUBLIC SAFETY EMERGENCY COMMUNICATIONS OVERVIEW

Criterion 3.1: Provide an overview of the State's current and future emergency communications environment.

On October 23, 2002, the South Dakota Interagency Communications System was made available for use by any governmental agency in South Dakota with public safety ties. This communications system replaced several state systems and allowed access to local agencies that had migrated to systems and spectrum outside of that used by state agencies. As part of the process over 3,000 radios for state users and over 7,000 radios were distributed to local first responders, allowing every first responder in the state access to a single unified communications system. In the period after the statewide system was made available, another nearly 10,000 radios have been added by state, local, federal, and tribal users providing access to nearly every first responder in the state.

The current system consists of tower sites across the state networked to a controller located in Pierre. "Roaming" is allowed between sites with the use of intelligent radios and networking. Roaming allows the user to traverse the state without losing communications, and the system allows individual agencies to maintain private communications with agency "talkgroups". The digital aspects of the system allow for clear communications over 98%+ of the geographic area of the state.

During the years 2003-2004 a large representative group of state, federal, and local first responders were assembled to develop policies and procedures for the statewide network. Out of this process came the current communications manual, a set of standardized protocols that all users adhere to, and a training program which allows local departments to instruct radio users with the aid of VHS, DVD, and printed media.

Over the course of being on line, the system has been delivering a capability to first responders in the state never before possible. Neighboring jurisdictions now have a common communications medium, emergency response is greatly enhanced and state/local/federal/tribal communications are possible anywhere within the state. The distribution of radios to state, local, federal, tribal, and others matches the percentage of use patterns observed through the control center.

All state agencies requiring wide-area communications utilize the network. Local agencies actively utilizing the system include fire departments, EMS/Emergent care, police departments, sheriff's offices, emergency managers, transit buses, highway/road departments, parks departments, municipal utilities, and other non-governmental agencies involved in public safety and infrastructure.

Federal and tribal radio users are migrating to the system as it offers the only statewide trunked network available outside of the commercial cellular systems.

Traffic over the network is averaging over 2,000,000 calls per month, and has been instrumental in the response to law enforcement, emergency medical, fire, and weather related situations.

After three years of development, an Executive Order was signed by the Governor in March of 2007 creating the South Dakota Public Safety Communications Council (SDPSCC). The

SDPSCC is an oversight council with the mission to improving interoperable communications in the state. Represented on the council are all groups utilizing the statewide network.

- South Dakota Police Chief's Association
- South Dakota Sheriff's Association
- Division of Criminal Investigation, Office of the Attorney General
- South Dakota Game, Fish, and Parks
- South Dakota Department of Transportation
- South Dakota National Guard
- South Dakota Emergency Managers Association
- South Dakota Fire Fighters Association
- South Dakota Association of Healthcare
- South Dakota Department of Public Safety/Highway Patrol
- South Dakota APCO/NENA Chapter
- South Dakota EMT Association
- South Dakota Department of Agriculture/Wildland Fire
- South Dakota Association of County Commissioners
- South Dakota Department of Health
- Tribal Government or tribal government association
- Federal Government or federal government association
- South Dakota Bureau of Information and Telecommunications Engineering Manager

This group has assumed responsibility for this manual, provide priorities for grant funding, and update annually the protocols within this document.

This SCIP is owned and managed by the SDPSCC. The SDPSCC has the authority to and is responsible for making decisions regarding this plan. The SDPSCC is also responsible for ensuring that this plan is implemented and maintained statewide. The South Dakota Interoperable Network communications plan was developed by a group of first responder peers from all disciplines and all areas across the state. That representative process will continue as the PSCC will assume responsibility for the review and update of the plan, per by-laws of the council. An annual review is mandated, and suggested changes will be reviewed and changes will be considered at each scheduled PSCC meeting. All changes will be updated on the PSCC website.

4. VISION AND MISSION

South Dakota Public Safety Emergency Communications Vision:

By the end of 2015, provide all public safety and critical infrastructure responders at all levels of government, including local, county, special districts, tribal, state, and federal, with the highest level of real-time direct interoperable voice and data radio communications utilizing Standards-Based Systems.

South Dakota Public Safety Emergency Communications Mission Statement:

The South Dakota Interoperability Network has become woven into the first responder fabric of the state. Response for major winter storms, prairie and forest fires, and multi-agency law enforcement activities have been coordinated over the system, and the system is continually being improved.

The current statewide communications system in South Dakota is an example of what can come of a process that considers every first responder in the state to be a critical asset. The current 54 sites provide a 98%+ level of mobile coverage, the 19,000+ radios on the system reflects all government levels, state, federal, local, and tribal utilizing a common interoperability system.

The mission of the South Dakota Public Safety Communications Council is to develop recommendations for policy and guidelines, identify technology and standards, and coordinate intergovernmental resources to facilitate statewide wireless communications interoperability with emphasis on public safety.

5. STRATEGIC GOALS AND INITIATIVES

5.1 Governance

The oversight for protocols, training, and the annual review and maintenance of this plan is the responsibility of the Dakota Public Safety Communications Council (SDPSCC), created by Executive Order in March of 2007. (See attachment 8). The 18 member council consists of local, tribal, state, and federal members with a stake in the operational and budgetary aspects of communications within their respective organizations. This group provides direct input on such items as grant expenditure, system expansion, protocols, technology changes/upgrades, and priorities of the system.

Table 1: Governance Goals and Initiatives

Governance Goals and Initiatives			
Goals	Initiatives	Owner	Planned Completion
1. Facilitate the development of effective governance groups and designated emergency communications leadership roles.	1.1 Integrate strategic and tactical emergency communications planning efforts across all levels of government	SWIC/Jeff Pierce	Long Term/ongoing
	1.2 Continued participation in the PSCC of multi-jurisdictional representatives	SDPSCC Chair Matt Tooley	Long Term/ongoing
	1.3 Establish a source of information about Federal emergency communications programs and initiatives	SWIC/Jeff Pierce	Short Term/adding information to council website now
2. Provide funding for upgrade of network and subscriber equipment.	2.1 Target Federal emergency communications grants to address gaps identified in the NECP, SCIPs, and TICPs	SDPSCC council members	Long Term/Ongoing
3. Ensure cross-discipline and governmental representation.	3.1 Continued participation in the PSCC of multi-jurisdictional representatives, tribal, state, local, and federal.	SDPSCC Chair/Jeff Pierce	Ongoing
	3.2 Develop coordinated grant policies that promote Federal participation and coordination in communications planning processes, governance bodies, joint training and exercises, and infrastructure sharing	SDPSCC	Current/Ongoing
4. Codifying the Governance	4.1 Executive Order 2007-05	Jeff Pierce/Governor	Completed
5. SWIC Leadership	5.1 SWIC participation in statewide and regional communications	SWIC	Current/Ongoing
	5.2 Integrate strategic and tactical emergency communications planning efforts across all levels of government	SWIC	Current/Ongoing

Governance Goals and Initiatives			
	5.3 Involve disciplines not typically associated with Public Safety, i.e. utilities, education, NGO's.	SWIC/SDPSCC	Current/Long-Term
6. Leverage SDPSCC to head interoperability and broadband subcommittees	6.1 Narrowband subcommittee	SDPSCC members	Completed
	6.2 700 MHZ subcommittee	SDPSCC Members	Completed
	6.3 PS Broadband subcommittee to coordinate with FirstNet	SDPSCC Members	Current/Ongoing
7. Incorporate Regional aspects into SDPSCC	7.1 Include regional OEC rep, encourage adjacent state participation in council meetings	SWIC	Current/Ongoing
8. Update SDPSCC Charter	8.1 Include Charter in SCIP review/update	SDPSCC Chair/Jeff Pierce	Current/Ongoing

5.2 Standard Operating Procedures (SOPs)

SOPs address the range of informal and formal practices and procedures that guide emergency responder interactions and the use of interoperable emergency within the State of South Dakota. The SDPSCC in conjunction with agencies have developed best practices and procedures that encompass both operational and technical components. Command and control protocols have been developed as NIMS-compliant and incorporate the ICS as an operational guide.

A. ROUTINE TRAFFIC

1. All radio communication should be brief and to the point. Radio system traffic shall be limited to official business only. Agency heads are responsible for the appropriate use of the system in accordance with adopted standard protocols established by the PSCC. Proper radio etiquette is expected on any communications system.
2. Radio messages will be made and received in the following manner:
 - Caller waits for clear air time on selected talkgroup.
 - When initiating communication on the statewide radio system, the following format will be used.

“Receiving agency/unit—sending unit— on talkgroup used”.

i.e “Metro-HP20 on SF Interagency”.

 - Receiver acknowledges by stating their state assigned/approved call sign.
 - When utilizing private agency talkgroups, call sign protocol is at agency discretion.

- All radio traffic must be conducted in a professional manner.
- State-recognized 10 codes (Attachment 1) or clear speech will be used on system.

3. Local Operation:

- Normal operations will be conducted on assigned agency talkgroups.
- Interagency traffic will be conducted on the State Interagency Talkgroup for that geographic area.
- Interagency talk groups are not to be used for normal dispatch.
- Special Operations and State Fire 2 & 3 talkgroups must be requested and authorized by State Radio for events or incidents.

4. Operation outside of local area.

- Users traveling outside their normal operating area will switch from their local talkgroup to the appropriate Interagency talkgroup for the geographic area you are currently in. This is needed to prevent radios from unnecessarily tying up system resources.
- The digital trunked radio system is not currently set up to limit talkgroups to particular sites outside of special events. This configuration allows necessary communications outside of the normal service area of an agency, often made necessary by prisoner transports, EMS & fire support outside of area.
- The drawback to this wide area operation is that when a talkgroup is transported to another area of the state, all traffic associated with that talkgroup is then repeated over the local tower that the user is affiliated on. This can cause an overload situation for the local tower, especially if a large number of users are affiliated on their home talkgroups on a single tower. This may result in a busy condition for not only the local users where the outside talkgroups are brought into, but a potential talkgroup busy back in the home area of the user.
- The system is designed for this purpose, but within capacity limitations. Use home talkgroups outside of normal service area only when necessary.

5. Monitoring of talkgroups outside of home area for non-service related business is prohibited.

- The effect on system same as outlined above in Section 4.
- Monitoring is defined as the physical affiliation (talkgroup selected on the radio).
- Non-selected talkgroups being scanned do not have the same impact on system.

B. EMERGENCIES

An emergency is defined as a non-scheduled significant incident that requires the coordinated response and interoperability of multiple agencies or jurisdictions. All emergency communications will be subject to the National Incident Management System (NIMS) guidelines. To include incidents that move between jurisdictions.

All interagency emergency traffic will be conducted in clear language.

1. When situation dictates coordinated resources from agencies without common talkgroups, communications will be on the State Interagency Talkgroup for that geographic area.
2. All responding units will monitor the Interagency talkgroup designated by the requesting agency for additional information and the initial report on conditions.
3. Special Operations talkgroup(s) will be assigned for the duration of the emergency upon request.
 - For fire operations, the acting Communications Unit Leader may request additional State Fire talkgroup(s).
4. State Radio dispatch will be notified by requesting agency or acting Communications Unit Leader within the Incident Command/Unified Command when the requested talkgroup will no longer be needed.

C. PLANNED/SCHEDULED EVENTS

Any event, known in advance, that requires additional communications resources.

1. Special Operations talkgroup(s) will be assigned as available through any SRC Dispatch Center for the duration of the event upon request. Talkgroup assignment is subject to pre-emption if required for reassignment to an emergency incident.
 - Special Operations talkgroups should be scheduled as far in advance as possible.
2. State Radio dispatch will be notified by requesting agency or Incident Commander when the requested talkgroup will no longer be needed.

D. HEAVY RADIO TRAFFIC CONDITIONS

1. If a Communications Center or an Incident Commander feels that excessive non-essential radio traffic is impacting dispatch operations or incident operations, the Incident Commander or Communications Center will make a radio traffic restriction announcement. This announcement will be made on appropriate talkgroup(s). The radio traffic restriction announcement will normally be, "All Units and Stations with non-essential radio traffic stay off the air." My also be accompanied by a "channel marker" or a repeated tone.

- An alternate agency talkgroup can be assigned by Communications Center for non-incident related communications.
2. When the condition is over, the Communications Center or an Incident Commander will broadcast a message announcing resumption of normal radio traffic conditions.

E. USE OF EQUIPMENT IN ELECTRONICALLY SENSITIVE AREAS

Radio equipment generates RF Interference (RFI) that may interfere with the operation of medical or other sensitive electronic equipment. Caution needs to be observed when operating radio equipment in such areas.

F. COMMUNICATIONS WITH ADJACENT STATES

All states bordering South Dakota operate on VHF systems, or have a VHF overlay on their statewide systems. The following channel plan will be coordinated with adjacent states, and all first responder/public safety radios in the state of South Dakota are strongly encouraged to include this channel plan when programming/reprogramming radio equipment.

FREQUENCY (MHz) OR CHANNEL SET	Notes	CHANNEL LABEL
VHF		
151.1375 Base/Mobile	Emergency Use Only	VTAC1
154.4525 Base/Mobile	Emergency Use Only	VTAC2
155.475 Mobile	LE Use Only	NATLAW
155.7525 Base/Mobile	Emergency Use Only	VCALL
158.7375 Base/Mobile	Emergency Use Only	VTAC3
159.4725 Base/Mobile	Emergency Use Only	VTAC4
157.250 Mobile	Emergency Use Only	RTAC1
161.850 Base/Mobile		RTAC1a
157.225 Mobile	Emergency Use Only	RTAC2
161.825 Base/Mobile		RTAC2a
157.275 Mobile	Emergency Use Only	RTAC3
161.875 Base/Mobile		RTAC3a
UHF		
453.2125 Base/Mobile	Emergency Use Only	UCALLa
458.2125 Mobile		UCALL
453.4625 Base/Mobile	Emergency Use Only	UTAC 1a
458.4625 Mobile		UTAC 1
453.7125 Base/Mobile	Emergency Use Only	UTAC 2a
458.7125 Mobile		UTAC 2
453.8625 Base/Mobile	Emergency Use Only	UTAC 3a
458.8625 Mobile		UTAC 3

G. TRIBAL COMMUNICATIONS

Presently all tribal governments within the state are migrating to the South Dakota Interoperability Network. This will streamline further the process of communicating from and to the reservations and coordination with other emergency services. Previous to the conversion, all tribal operations were on conventional VHF and the same radios could be used for both systems.

Tribal agencies operating on the system are required to program the basic talkgroup plan and attend training. This ensures interoperability when needed.

H. INTEROPERABILITY OUTSIDE OF VHF OR THE STATEWIDE NETWORK

Trunked radios to operate on the statewide network have been issued to all first responders in the state. This ensures that for any communications situation within the state, every first responder is able to communicate without intervention. It is also the communications goal of South Dakota to not only be interoperable within our own user base, but also with those coming in from the outside in times of need. VHF is a given and all interoperability channels possible that will not interfere with the operation of the system will be programmed into all radios as a prerequisite. For those responders coming into the state without VHF equipment, the plan is as follows:

1. VHF Low-Band
Prior to the installation of the statewide VHF Highband network in the state, operations for law enforcement were primarily on the VHF Lowband part of the spectrum. Portable base stations have been retained, and can be made compatible by cross-banding with an ACU-1000 gateway in the area of operations.
2. UHF
Currently all vehicular repeater operation in the state is on common UHF channels licensed by the state. The state also maintains a 200 radio UHF cache, portable repeaters, and has associated UHF equipment in the state mobile emergency response center. The national U-Call and U-TAC frequencies will be added to all radios upon next maintenance.
3. 700/800 MHz

South Dakota is in the process of establishing its state 700MHz plan. The 800MHz plan was established in the state per requirements in 1993 and is in place as needed. In anticipation of possible responders from out of state arriving with 700MHz equipment, South Dakota is planning for interoperability with:

- Plans to integrate 700MHz radio cables into the ACU-1000 gateway device. This can then be tied into a base station or the transport for the statewide network and cross-banded to allow communications.

I. NON-GOVERNMENTAL ORGANIZATION

Governmental organizations in South Dakota are defined within South Dakota Codified Law as the following:

24-2-20.1. "Governmental entities" defined. As used in § 24-2-20, the term, governmental entities, means any department, division, or other public agency of any municipal, county, state, or national government.

Source: SL 2001, ch 118, § 5; SL 2004, ch 168, § 12.

Any organization not covered in the above description is known as a "Non-Governmental Organization". These organizations are inclusive of but not limited to:

- Aid organizations
- Public utilities
- Any organization, contractor, or personnel that are a recognized participant of an emergency response or disaster recovery process.

Communications equipment requests from Non-Governmental Organizations (NGO) are routed through the Incident Commander and are routinely approved to facilitate communications between NGO's and other emergency response personnel.

J. Strategic Reserve (STR)

In order to provide additional communications resources in emergency events, the State of South Dakota has established a reserve of communications equipment that will assist local communications in the areas affected.

1. Pierre

The State maintains a cache of system compatible portable radios (200) which have been distributed for emergencies in the past. As part of the cache, individual and bank battery chargers, external magnetic mount antennas, and extra batteries are maintained. In addition to equipment capable of operating on the statewide network, UHF repeaters and portables, a portable tower and tower building, an ACU1000 gateway, a mobile emergency operations center, and technical staff are on standby 24x7x365. Smaller items such as radios, chargers, etc. are loaded onto a state plane and can be anywhere in the state within 2 hours. The larger items such as the repeaters, tower and trailer, and mobile EOC are tested monthly for operation, and are transported to the scene.

2. Sioux Falls

The State Radio technician in Sioux Falls maintains a smaller cache of radios (50) along with batteries and chargers.

3. Rapid City

The State Radio technicians in Rapid City maintain a smaller cache of radios (50) along with batteries and chargers.

K. Talkgroups

1. Statewide Talkgroups

The following is a list of Statewide Talkgroups. It is recommended that these talkgroups be programmed as a Standardized Block within the appropriate radios to assure uniformity and interoperability across the State.

- 1a. SRC (State Radio Communications) talkgroups — are intended for any law-enforcement communications between mobile and State Radio dispatch. All law enforcement field units will be programmed with these talkgroups. These talkgroups shall be labeled as follows:

<u>Talk Group</u>	<u>Radio Display</u>
SRC Sioux Falls	SRC SF
SRC Turkey Ridge	SRC TKR
SRC Vermillion	SRC VERM
SRC TRIPP	SRC TRIP
SRC MITCHELL	SRC MIT
SRC BROOKINGS	SRC BRK
SRC WATERTOWN	SRC WTN
SRC WEBSTER	SRC WEB
SRC Isabel	SRC ISAB
SRC ABERDEEN	SRC ABR
SRC REDFIELD	SRC RED
SRC HURON	SRC HUR
SRC MILLER	SRC MIL
SRC CHAMBERLAIN	SRC CHAM
SRC WINNER	SRC WIN
SRC PIERRE	SRC PIER
SRC MOBRIDGE	SRC MOB
SRC PHILLIP	SRC PHIL
SRC MARTIN	SRC MAR
SRC BISON	SRC BISN
SRC RAPID CITY	SRC RC
SRC S. HILLS	SRC SH
SRC N. HILLS	SRC NH
SRC FAITH	SRC FATH

2. INT (Interagency) talkgroups – are intended for any interdepartmental radio communications. Due to the potential for high volume usage of these talkgroups, they are not intended as primary day-to-day routine dispatch operations. All multi-jurisdictional/multi-agency incidents should be initiated on the Interagency talkgroups and then moved to an operational or user-specific talkgroup. Every radio on the system will be programmed with the 24 Regional Interagency Talkgroups. These talkgroups shall be labeled as follows:

<u>Talkgroup</u>	<u>Radio Display</u>	<u>Intended Use</u>
Sioux Falls Interagency	SF INT	Interagency Traffic
Turkey Ridge Interagency	TKR INT	Interagency Traffic
Vermillion Interagency	VERM INT	Interagency Traffic
Tripp Interagency	TRIPP INT	Interagency Traffic
Mitchell Interagency	MIT INT	Interagency Traffic
Brookings Interagency	BRK INT	Interagency Traffic
Watertown Interagency	WTN INT	Interagency Traffic
Webster Interagency	WEB INT	Interagency Traffic
Isabel Interagency	ISAB INT	Interagency Traffic
Aberdeen Interagency	ABR INT	Interagency Traffic
Redfield Interagency	RED INT	Interagency Traffic
Huron Interagency	HUR INT	Interagency Traffic
Miller Interagency	MIL INT	Interagency Traffic
Chamberlain Interagency	CHAM INT	Interagency Traffic
Winner Interagency	WIN INT	Interagency Traffic
Pierre Interagency	PIER INT	Interagency Traffic
Mobridge Interagency	MOB INT	Interagency Traffic
Phillip Interagency	PHIL INT	Interagency Traffic
Martin Interagency	MAR INT	Interagency Traffic
Bison Interagency	BIS INT	Interagency Traffic
Rapid City Interagency	RC INT	Interagency Traffic
Southern Hills Interagency	SH INT	Interagency Traffic
Northern Hills Interagency	NH INT	Interagency Traffic
Faith Interagency	FATH INT	Interagency Traffic

3. SP OPS (Special Operations) talkgroups – are requested talkgroups for non-routine operations. Requests for these talkgroups will be directed towards one of the three State Radio dispatch centers. All radios on the system will be programmed with these talkgroups. These talkgroups shall be labeled as follows:

<u>TALKGROUP</u>	<u>RADIO DISPLAY</u>	<u>INTENDED USE</u>
Special Operations 1	SP OP 1	Communications During Disasters and Special Events
Special Operations 2	SP OP 2	Communications During Disasters and Special Events
Special Operations 3	SP OP 3	Communications During Disasters and Special Events
Special Operations 4	SP OP 4	Communications During Disasters and Special Events
Special Operations 5	SP OP 5	Communications During Disasters and Special Events
Special Operations 6	SP OP 6	Communications During Disasters and Special Events
Special Operations 7	SP OP 7	Communications During Disasters and Special Events
Special Operations 8	SP OP 8	Communications During Disasters and Special Events
Special Operations 9	SP OP 9*	Communications During Disasters and Special Events
Special Operations 10	SP OP 10**	Communications During Disasters and Special Events

* Some radios labeled HP

** Some radios labeled SRC

- The Special Operations talkgroups were designed to allow for incident management communications off of the normal operating talkgroups, freeing up those talkgroups for normal operations. These are designated to be operated on in either a proactive manner, or a reactive manner, depending upon the situation.
- Special Operations talkgroups can be used for either scheduled events or emergencies, but must be reserved. Scheduled events assignments may be pre-empted by emergency situations. Special Operations talkgroups are request-only talkgroups, with request made to State Radio Dispatch via radio over any Interagency Talkgroup, or by telephone to one of the following dispatch centers:

Pierre-- 605-773-3536

Huron-- 605-353-7132

Rapid City-- 605-393-8121

4. State Fire (ST FIRE 2 and 3 only) talkgroups -- are intended for use as a request-mutual-aid fire talkgroup. All radios will be programmed with these talkgroups. These talkgroups shall be labeled as follows:

<u>TALKGROUP</u>	<u>RADIO DISPLAY</u>	<u>INTENDED USE</u>
State Fire 1	STFIRE-1	Interagency Fire related contact with Great Plains Dispatch Center in Rapid City*
State Fire 2	STFIRE-2	State Mutual Aid Fire - Special Operations Channel
State Fire 3	STFIRE-3	State Mutual Aid Fire - Special Operations Channel

- *Note that State Fire 1 is intended for interagency fire-related communications with Great Plains Dispatch Center in Rapid City and IS NOT intended for Special Operations Request-Mutual Aid from resources other than Great Plains.
- The State Fire 2 and 3 talkgroups are request-only talkgroups, with requests being made to State Radio Dispatch via radio over any Interagency Talkgroup, or by telephone to one of the following dispatch centers:
 - Pierre-- 605-773-3536
 - Huron-- 605-353-7132
 - Rapid City-- 605-393-8121

5. NWS Talkgroups – The NWS talkgroups are a direct link to the National Weather Service Offices in Rapid City, Aberdeen, and Sioux Falls. These Talkgroups are to be used for communications with NWS when relaying weather spotter, fire conditions and other weather related information from the field. All radios on the system will be programmed with these talkgroups. These talkgroups shall be labeled as follows:

TALKGROUP	RADIO DISPLAY	INTENDED USE
National Weather Service	NWS-W	Weather Related Reporting to NWS - Western, South Dakota
National Weather Service	NWS-C/NE	Weather Related Reporting to NWS - Central/Northeastern South Dakota
National Weather Service	NWS-SE	Weather Related Reporting to NWS - Southeastern, South Dakota

6. EMS (Hospital) Talkgroups

South Dakota's facilities are included in this plan for three primary reasons.

1. Ambulance services throughout the state will be using this technology to communicate with hospitals to obtain online medical control, and relay pertinent patient information.
2. Helicopter air ambulances will be equipped with the technology to:
 - a. Provide air to ground communications during emergencies
 - b. Provide communications to referring facilities during inter-facility transport.
 - c. Provide contact for dispatch/communications centers during flight following procedures when traditional duplex communication is not possible.
3. Hospital laboratories that are designated by the State as surge laboratories must have access to the system during bio-terror threats, or other mass casualty events for surveillance purposes.

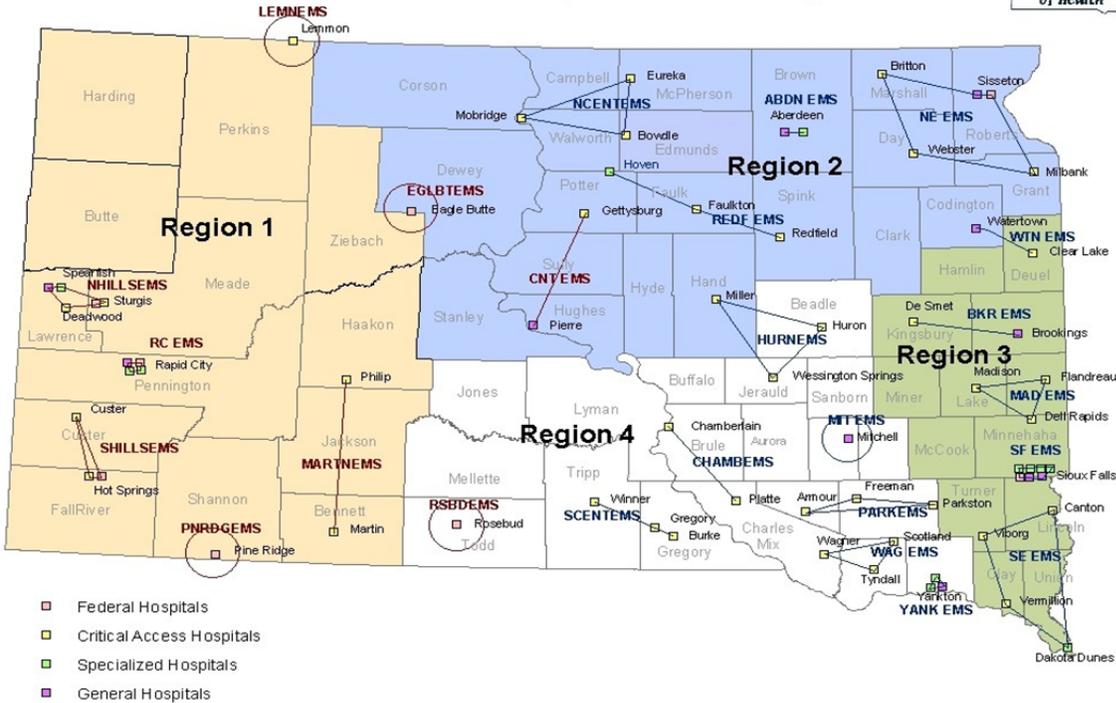
Procedure:

Radios provided by the South Dakota Department of Health to facilities in the state have been pre-programmed with various local and regional talkgroups. These Talkgroups are in place so public safety agencies (primarily ambulance services) would be able to predict the talkgroup the receiving facility would be operating when transporting a patient. This principle will apply to all hospitals in the state that have obtained the state public safety radio system. Hospitals should monitor the talkgroup of which they are a member according to the following map entitled "SOUTH DAKOTA HOSPITAL TALKGROUPS

Example:

According to the following map, hospitals in Madison, Flandreau, and Dell Rapids are connected on the MAD EMS talkgroup. This must be the talkgroup monitored by these facilities since ambulances coming from other areas will expect to contact them here. Hospitals in Spearfish, Deadwood, and Sturgis are connected on the NHILLS EMS talkgroup. Public safety agencies need to be able to contact these facilities in emergencies, and a statewide plan that can be predicted by all agencies will be the most effective. Hospitals in Parkston, Freeman, and Armour are connected via the PARK EMS talkgroup; a helicopter responding to a call to transport needs to be able to contact these facilities, and when the plan is followed, can predict which talkgroup the facility will be monitoring. If the hospital in Faulkton has a patient to be transferred, a helicopter called to transport would be able to select the REDF EMS talkgroup in order to make landing arrangements, and so on. If an ambulance is called to transport a patient from Phillip to a hospital in Rapid City, that ambulance would be able to select the RC EMS talkgroup to relay pertinent information to the receiving facility in Rapid City.

South Dakota Hospital Talk Groups



7. Agency Talkgroups

Each agency is considered as "owner" of the private talkgroup assigned to them. Agencies are expected to use the talkgroups assigned to the department for all interdepartmental traffic. Policies and procedures for the use of the agency talkgroup are at the discretion of the department, within the technical limitations set forth in Section V item A4.

8. Requests for Additional Talkgroups

Requests for new talkgroups will be submitted to the System Administrator using Attachment 2.

Authorization of private talkgroups for operations and monitoring of other agencies will be processed through the System Administrator. Attachment 3 will be filled out for each authorization, a copy kept on file, and another copy sent to:

State Radio Communications
Attn: System Administrator
1302 E Hwy 14
Pierre, SD 57501

Or Faxed To: 605-773-4629

9. Authorization/Revocation for Sharing of Talkgroups

To access non-agency talkgroups, authorization from the “owner” of that talkgroup must be obtained using attachment 3 in this document. Authorization of private talkgroup to operate/monitor on that talkgroup may be rescinded by the talkgroup “owner” by written notice.

L. AUTHORIZED SYSTEM ACCESS

Access will be granted to public safety. Further applications beyond public safety will be reviewed on a case by case basis by the System Administrator and the PSCC review committee.

1. Public Safety

Law Enforcement

- Any agency recognized by the SD Attorney General, and their associated dispatch/911 operations
- Any agency recognized by US Attorney General
- Any agency recognized as a tribal law-enforcement agency

Fire Departments

- Any agency recognized by state Fire Marshal’s Office
- Any federally recognized fire agency/department
- Any tribal fire agency/department

EMS

Ambulance:

- Any licensed ambulance service

Facilities:

- Any hospital or facility recognized by the state Department of Health

Emergency Management

- Any emergency management agency recognized by the state Department of Public Safety

2. Public Service

Transportation

- State and local transportation units
- Transit systems(by request & review process)

Support Agencies

- Agencies authorized by state statute such as Red Cross, Salvation Army, and like agencies that support in times of emergency. To include

communications service agencies that support radio maintenance or operations, utility and other assigned critical support entities.

NWS

- 3 current weather services offices

Public Works

Court Services/Corrections

Regulatory

Other Governmental/Non-Governmental (NGO) Agencies

- NGO agencies such as Red Cross, Salvation Army, etc. upon approval of Incident Commander.

M. Applying for System Access

Agencies or entities wishing to be granted access to the State-wide Radio Network System fill out the System Access application (Attachment 2) and submit it to the SRC System Administrator.

- The SRC System Administrator will recommend approval or denial and forward the applicant information to the PSCC.
- The PSCC will review the application and will give written notice of approval or denial within 45 days.
- If the requesting agencies application is denied, the PSCC will provide the requesting agency with the necessary stipulations of compliance to obtain system access, or a written explanation of the decision to deny access to the system.
- A copy of the notice of approval or denial will be forwarded to the PSCC and the Commissioner of BIT.

Table 2: Standard Operating Procedures Goals and Initiatives

Standard Operating Procedures Goals and Initiatives			
Goals	Initiatives	Owner	Planned Completion
1. Develop and implement model SOPs for specified events and all-hazards response.	1.1 Continue to update current SOP's to include changes in technology or procedures used on standard operations or incidents.	SDPSCC/Jeff Pierce	Short term to ongoing
	1.2 Agencies should develop, coordinate, and share best practices and procedures that encompass both operational and technical components.	SDPSCC/Jeff Pierce. To include solicited input from organizations in SDPSCC	Short tern to ongoing
	1.3 Command and control protocols should be NIMS-compliant and incorporate the ICS as an operational guide.	SDPSCC/Jeff Pierce.	Short tern to ongoing
	1.4 Begin to draft SOP's in preparation for the NPSBN	POC, Jeff Pierce	Mid-Term

5.3 Technology

The state began the process of upgrading its infrastructure in 1999, with the caveat that the system would be available to all levels of government, regardless of their affiliation. After a review process, a digital trunked radio system operating on VHF-Highband was selected, and in September of 2001 construction was initiated.

On October 23, 2002, the South Dakota Interagency Communications System was made available for use by any governmental agency in South Dakota with public safety ties.

The current system consists of 54 tower sites across the state networked to a controller located in Pierre. "Roaming" is allowed between sites with the use of intelligent radios and networking. Roaming allows the user to traverse the state without losing communications, and the system allows individual agencies to maintain private communications with agency "talkgroups". The digital aspects of the system allow for clear communications over 98%+ of the geographic area of the state.

Technology Capability Assessment (8-1-12)

The statewide communications network is the centerpiece of emergency response and daily communications within the state. Currently every agency is supplied with radio equipment, and the state is served with 98% mobile coverage and 70%+ portable coverage. For the purposes of this assessment, it is our assumption that all emergency response will be conducted on the statewide network, as it is ubiquitous within the state.

A. Subscriber Radios:

- 13,572 radio ID's in use for local agencies.
- 3,792 radio ID's in use for state agencies.
- 2,595 radio ID's in use for federal/tribal/BIA agencies.
- All subscriber radios are required to contain statewide Interagency, and Special Operations (emergency) talkgroups within their radios to gain access to the system.

B. System:

- 54 tower sites, capacity at sites range from 4 repeaters to 10 per site, generator protected power source.
- Protected ring connectivity up to last mile.
- Master site has redundant zone controllers, connectivity, UPS and generator backup.
- System diagnostics are monitored 24x7.

C. Dispatch Centers:

- 3 state dispatch centers, all 36 Public Safety Answering Posts (PSAP's) capable of operation on the statewide network with 2 directly connected.

D. Backup:

- Conventional mutual aid repeaters statewide for local mobile operation.

- Trunked system sites default to local operation upon loss of connectivity to network, all PSAP's are in proximity to a trunked site where very few areas of the state would be without some means of communications back to a 911 center.
- BIT/State Radio has an ACU-1000 that could be utilized in an emergency to link different communications systems, or those systems to the PSTN.

MOBILE DATA

State of South Dakota has signed an agreement with cellular carriers within the state to utilize the carriers' data network statewide for mobile data. This infrastructure and specific software will allow subscriber's access to NCIC, SDLETS, and other databases necessary in the day to day and emergency operations within the state. This contract is open to all first responders in the state.

The SDPSCC has also offered and has been assigned the governance for the National Public Safety Broadband Network (NPSBN), and a single point of contact (POC) has been appointed to coordinate activities within the state. It is anticipated that through the Implementation and Planning Grant period that South Dakota will make a decision on participation in the NPSBN.

RISK MITIGATION

The South Dakota system is very fault tolerant. Generally the risk to the system is at a single site, with the telecommunications link from the fiber-optic network to the site being single-threaded, or not redundant. The Master Site (Network Controller) has full redundancy, but is at a single site.

In the event of a catastrophic failure at the Master site, the entire system will revert to site-trunking, or will only be able to communicate within the boundaries of the RF coverage of each site. Trunking features, talkgroups, etc. will continue, but only within the coverage of the tower affiliated on (see map on following page for Risk Mitigation areas).

If all network connections to the Master Site are lost, all dispatch communication will need to be routed through the PSAP in the coverage area of the tower affiliated on, or handled locally within the agency. Wide area communications will need to be relayed by the PSAP or agency through alternate means.

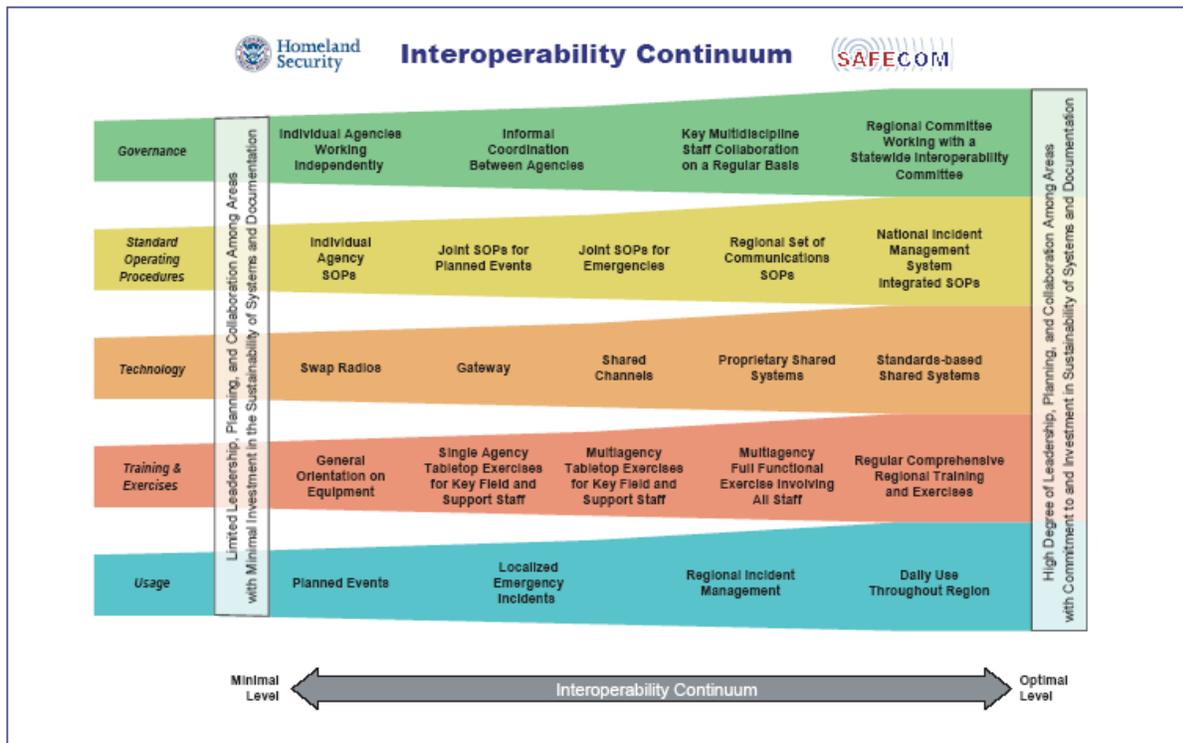
Technology Goals and Initiatives			
3. Determine need and use for PS Broadband	3.1 Organize SDPSCC broadband subcommittee outreach	Jeff Pierce/SDPSCC	Mid/Long Term

5.4 Training and Exercises

South Dakota feels that it is in a better position as a result of an early effort to establish interoperability in the state:

- Nearly every first responder in the state was issued a radio at the outset of the project and is capable of communicating statewide
- The statewide network is used as a primary communications media for the majority of the users in the state, system is used and tested on a daily basis
- A user-based council (PSCC) has been established to provide representation
- A standards-based communications manual has been in place since 2004
- Quarterly and annual testing is done on the system by Department of Health, Office of Emergency Management, and the UASI for which the state TICP was established. This testing involves statewide users of all disciplines. Additional county-wide and region-wide testing is performed annually per local protocols.

From the following Interoperability Continuum Chart, South Dakota has achieved a very high level of interoperability within the state.



User Training

Utilizing the system on a daily basis with protocols and SOP's that have been jointly developed, the system is well advanced on the interoperability continuum. The remaining prevalent problem is the training component for the users. To this point, the following efforts continue:

- Continually improving on-line and other electronic training media. (Website added in 2009)
- Having at least one resource per county that has attended the train the trainer course. (in development)
- Sponsoring training at major meetings and other statewide events. (ongoing)
- Distribution of the State CFOG.
- South Dakota hosted a COML training session in 2009, and is anticipating requesting additional Technical Assistance (TA) ongoing. We continue to look at alternatives to enhance user knowledge of the statewide system.

Identified Gap

Training existing and new users on the system is an ongoing process and should be considered a permanent gap.

NIMS/ICS Training

<p>Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include:</p> <p><i>Entry level first responders & disaster workers</i></p> <ul style="list-style-type: none"> • Emergency Medical Service personnel • Firefighters • Hospital staff • Law Enforcement personnel • Public Health personnel • Public Works/Utility personnel • Skilled Support Personnel • Other emergency management response, support, volunteer personnel at all levels 	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • ICS-100: Introduction to ICS or equivalent
<p>Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include:</p> <p><i>First line supervisors, single resource leaders, field supervisors, and other emergency management/response personnel that require a higher level of ICS/NIMS Training.</i></p>	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • ICS-100: Introduction to ICS or equivalent • ICS-200: Basic ICS or equivalent
<p>Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include:</p> <p><i>Middle management including strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multi-agency coordination system/emergency operations center staff.</i></p>	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • FEMA IS-800: National Response Plan (NRP), An Introduction* • ICS-100: Introduction to ICS or equivalent • ICS-200: Basic ICS or equivalent • ICS-300: Intermediate ICS or equivalent (FY07 Requirement)

<p>Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include:</p> <p><i>Command and general staff, select department heads with multi-agency coordination system responsibilities, area commanders, emergency managers, and multi-agency coordination system/emergency operations center managers.</i></p>	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • FEMA IS-800: National Response Plan (NRP), An Introduction* • ICS-100: Introduction to ICS or equivalent • ICS-200: Basic ICS or equivalent • ICS-300: Intermediate ICS or equivalent (FY07 Requirement) • ICS-400: Advanced ICS or equivalent (FY07 Requirement)
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EXERCISES

There are a number of exercises held across the state that test the local and wide area aspects of the interoperable communications network:

- Quarterly radio tests by the South Dakota Department of Health (DOH). Each quarter, a test is conducted where state personnel in Pierre contact each healthcare center facility and emergency medical service in the state via radio. Testing is pre-scheduled and users are required to reply on talkgroups other than their normal operating talkgroup.
- South Dakota Forestry conducts a communications exercise every spring between the state, local, and federal responders in the area that might be called in to fight forest fires in the Black Hills

Table 4: Training and Exercises Goals and Initiatives

Training and Exercises Goals and Initiatives			
Goals	Initiatives	Owner	Planned Completion
1. Roll out train the trainer and subsequent user training	1.1 Run final dry-run with user training	Jeff Pierce/Todd Dravland	Short term)
	1.2 Finalize Train the trainer curriculum	Jeff Pierce	Short/Mid Term
	1.3 Begin rolling out quarterly TtT, and follow-up user training	Jeff Pierce/Todd Dravland	Short/Mid Term
2. COML/COMT Training for more resources	2.1 Ensure workbooks for COML trained resources are complete	State OEM Training Officer	Short/Mid Term
	2.2 Schedule COMT/COML training sessions	Jeff Pierce/State Training Officer	Short/Mid Term

Training and Exercises Goals and Initiatives			
	8.1 Work on integrating current and future COML and COMT into exercises	State OEM Training Officer	Mid/Long Term
3. Increase presence in exercises	3.1 Begin to look for ways to better incorporate data into exercises-	Jeff Pierce/Broadband	Short/Mid Term
	3.2 Continue to work with other states for comm capability	Pierce/Todd Dravland	Short-Long Term

5.5 Usage

In this section, provide a brief statement about the role of usage in the State and then define usage-related goals and initiatives in table 5 below. The criteria listed below serve as a guideline for developing goals and initiatives.

Table 5: Usage Goals and Initiatives

Usage Goals and Initiatives			
Goals	Initiatives	Owner	Planned Completion
6. <i>Insert strategic goal</i>	9.1 <i>Insert corresponding initiatives to achieve goal</i>	<i>Insert person or group responsible for execution</i>	<i>Insert timeframe that plan to complete initiative – short-term (next year), mid-term (next 2-3 years), and long-term (next 4-5 years)</i>
	9.2		
	9.3		
7.	10.1		
	10.2		
	10.3		

Criterion 5.5.1: Establish and maintain a schedule for the systematic testing and use of interoperable systems, strategic technology reserve/cache equipment, and channels or talkgroups.

In table 5, identify goals and initiatives relating to the process the State will use to ensure interoperable systems and equipment are maintained and functional for immediate use.

Criterion 5.5.2: Identify potential public safety users for the NPSBN at all levels of government.

In table 5, identify goals and initiatives relating to the process to identify what traditional and non-traditional public safety and emergency response entities in the State may wish to use the NPSBN.

Criterion 5.5.3: Actively maintain and communicate status (e.g., who, where, and how to contact) of COML/COMT/other communications unit resources.

In table 5, identify goals and initiatives relating to the process the State will use to catalog on-call COML/COMT/other communications unit resources.

Criterion 5.5.4: Continue to document and track currently available communications interoperability resources, strategic equipment, and channels or talkgroups via Tactical Interoperable Communications Plans (TICPs), Communication Assets Survey and Mapping (CASM) Tool, or other planning mechanisms to improve emergency responders' usage of these resources during a response.

In table 5, identify goals and initiatives relating to the process the State will use to ensure available communications interoperability resources, strategic equipment, and channels or talkgroups data is documented, up to date, and used when appropriate.

5.6 Outreach and Information Sharing

In this section, provide a brief statement about the role of outreach and information sharing in the State and then define outreach and information sharing-related goals and initiatives in table 6 below. The criteria listed below serve as a guideline for developing goals and initiatives.

Table 6: Outreach and Information Sharing Goals and Initiatives

Outreach and Information Sharing Goals and Initiatives			
Goals	Initiatives	Owner	Planned Completion
8. <i>Insert strategic goal</i>	11.1 <i>Insert corresponding initiatives to achieve goal</i>	<i>Insert person or group responsible for execution</i>	<i>Insert timeframe that plan to complete initiative – short-term (next year), mid-term (next 2-3 years), and long-term (next 4-5 years)</i>
	11.2		
	11.3		
9.	12.1		
	12.2		
	12.3		

Criterion 5.6.1: Develop an outreach and engagement program to inform stakeholders of the State's SCIP and developments in the emergency communications environment to ensure involvement from and collaboration with³:

- **Public safety communications representatives at the State, local, tribal, and Federal levels**
- **Executive champions, including State and local elected officials and cabinet-level staff**
- **Stakeholders that have not traditionally participated in State and/or regional governing bodies as well as front-line personnel (through emergency response organizations)**
- **National Council of Statewide Interoperability Coordinators (NCSWIC), Regional Interoperability Councils (RIC), Regional Emergency Communications Coordination Working Groups (RECCWG), Federal Communication Commission (FCC) Regional Planning Committees (RPC), and Border States**
- **NPSBN stakeholders who are not already included in the State's governing body**
- **PSAPs and dispatch centers**
- **Auxiliary communications stakeholders**

In table 6, identify goals and initiatives relating to the State's methodology for conducting outreach and information sharing to all stakeholders, executive champions, response organizations, and any other individual organizations that may have a role in advancing interoperable public safety emergency communications.

Criterion 5.6.2: Engage those responsible for the State's external affairs/outreach (e.g., Public Information Officer) to promote and disseminate information regarding public safety communications.

In table 6, identify goals and initiatives relating to ensuring internal State communications officials are educated on the importance of interoperable public safety emergency communications and utilized to communicate this message.

Criterion 5.6.3: Develop a plan to ensure local and tribal representation and participation and to collect input to ensure their public safety needs are adequately represented during the consultation process with FirstNet⁴.

In table 6, identify goals and initiatives relating to developing a plan for ensuring local and tribal participation and input is captured and conveyed to FirstNet.

³ Based on Presidential Policy Directive (PPD)-8: National Preparedness Whole of Community approach to emergency preparedness

⁴ Criterion dependent on guidance from FirstNet and requirements of the State and Local Implementation Grant Program

5.7 Life Cycle Funding

In this section, provide a brief statement about the role of life cycle funding in the State and then define life cycle funding-related goals and initiatives in table 7 below. The criteria listed below serve as a guideline for developing goals and initiatives.

Table 7: Life Cycle Funding Goals and Initiatives

Life Cycle Funding Goals and Initiatives			
Goals	Initiatives	Owner	Planned Completion
10. <i>Insert strategic goal</i>	13.1 <i>Insert corresponding initiatives to achieve goal</i>	<i>Insert person or group responsible for execution</i>	<i>Insert timeframe that plan to complete initiative – short-term (next year), mid-term (next 2-3 years), and long-term (next 4-5 years)</i>
	13.2		
	13.3		
11.	14.1		
	14.2		
	14.3		

Criterion 5.7.1: Establish a funding plan for:

- **Capital expenditures of communications systems**
- **Operational expenditures of communications systems**
- **The SWIC position and staff**
- **Governance**
- **SOPs**
- **Technology**
- **Training and exercises**
- **Usage**
- **Outreach and information sharing**
- **Maintenance of current LMR systems while addressing the long-term transition of critical voice and data to future broadband networks, where practical**

In table 7, identify goals and initiatives relating to obtaining or retaining funding for public safety emergency communications priorities.

Criterion 5.7.2: Establish a process for the SWIC and the State Administering Agency (SAA) to collaborate on emergency communications funding decisions.

In table 7, identify goals and initiatives relating to process the State or SIGB/SIEC will use to ensure the SWIC or SIGB/SIEC is collaborating with the SAA to ensure funds are

allocated for public safety emergency communications purposes and used in a manner consistent with the communications goals stated in the SCIP.

6. IMPLEMENTATION

6.1 Action Plan

Criterion 6.1.1: Describe the process by which the State will conduct action planning with appropriate stakeholders to implement the strategic goals/initiatives.

In this section, describe the process the State will use for action planning to implement the SCIP initiatives.

6.2 Performance Measures

Criterion 6.2.1: Develop outcome- and/or output-based performance measures to evaluate the success of the SCIP

In this section, identify an initial set of performance measures that will be used to monitor the progress of the SCIP and indicate its success. Capture performance measures in table 8.

Table 8: SCIP Performance Measures

SCIP Performance Measures					
ID	Strategic Goal Supported	Baseline	Performance Measure (Outcome)	Performance Target	Owner or Source
<i>Performance Measure ID (e.g., 1)</i>	<i>Insert goal or goal number</i>	<i>Describe current state</i>	<i>Description that precisely and accurately defines the measure</i>	<i>Numeric aspect to the performance measure</i>	<i>Insert party responsible for tracking measure</i>

6.3 Performance Management

Criterion 6.3.1: Describe the process by which the State will conduct performance reviews to understand progress against the performance measures outlined in the SCIP.

In this section, describe the iterative, repeatable method the State will follow to add, update and refine performance measures where appropriate. Highlight the following key components of the performance management process:

- *Discuss how performance measures will be used*
- *Owner of and participants in the performance reviews*

- *Timing and frequency of performance reviews*
- *Planned outputs and applications of the performance reviews (e.g., tie to budget)*

6.4 Strategic Plan Review

Criterion 6.4.1: Describe the process by which the State will conduct reviews of the SCIP to ensure it is up to date (according to timeline assigned to the SCIP) with the current public safety communications environment.

In this section, describe the process the State will use to conduct reviews of the SCIP to ensure it is up to date and aligned with the changing internal and external public safety emergency communications environment.

Criterion 6.4.2: Describe the process by which the State will develop and disseminate the SCIP Annual Progress Report.

In this section, describe how the State will develop and disseminate the Annual Progress Report to OEC and other stakeholders.

7. REFERENCE DOCUMENTS

Criterion 7.1: Identify and provide links to documents that provide additional background information on the SCIP or public safety communications in the State.

In this section, provide links to documents that provide additional background information on the SCIP and public safety emergency communications in the State. Potential reference documents can include strategic plans (e.g., previous versions of the SCIP); current operational plans (e.g., SOPs, TICPs, FOGs); NECP Goal 2 results, findings, and recommendations; emergency communications gap analyses; the broadband planning document; or information on existing emergency communications grant programs.

To limit the size of the overall document, please include any reference documents as hyperlinks or insert the file as an embedded document in table 9.

Table 9: SCIP Reference Documents

Title	Description	Document
<i>Insert document title</i>	<i>Insert document description</i>	<i>Insert hyperlink or embedded document</i>

Title	Description	Document