August 2015 Monthly Bulletin

Below is a snapshot of the work products and initiatives currently being developed by members of the four National Council of Statewide Interoperability Coordinators (NCSWIC) committees. In addition, this bulletin will highlight upcoming meetings and conferences relevant to Statewide Interoperability Coordinators (SWICs), and provide contact information for new SWICs.

Governance

- The NCSWIC Executive Committee (EC) reviewed and approved the *2015 Emergency Communications Governance Guide for State, Local, Tribal, and Territorial Officials* and the NCSWIC Strategic Plan during the August 5th meeting in Boulder, Colorado. The Governance Guide is scheduled to be published following the SAFECOM EC's review and approval on their September 10th conference call.
- The Committee began discussions on the New SWIC Recruitment and Orientation Program which will include:
  - updating the SWIC Roles and Responsibilities document;
  - developing SWIC job description template (Note: will send a data call out to the SWIC community to access job descriptions that were used to hire a new SWIC);
  - reviewing and updating SWIC onboarding materials (i.e., Welcome Packet);
  - reassessing access to promotional materials developed by the NCSWIC Program;
  - sending a personalized letter/phone call from a SWIC in the region to a newly appointed SWIC; and
  - pairing the newly appointed SWIC with other SWICs in the region as well as the OEC Coordinator to provide relevant regional information.
- Next meeting: September 24, 2015 at 1:30 pm ET

Training, Exercises, and Standard Operating Procedures (SOPs)

- The committee sponsored a Communications Exercise webinar on August 20, 2015, presented by Nick Brown, the Georgia Statewide Interoperability Coordinator. The webinar focused on the types of training and exercises coordinated in Georgia, such as efforts to establish integrated and interoperable communications using the Mobile Communication Vehicles in the event of a major, multi-jurisdictional emergency. This information will assist the committee with further development of training and exercise materials.
- During the August 25, 2015, committee meeting, Brandon Smith from the Technical Assistance branch shared Oregon basic Radio training material developed for fire departments. The training material was broken down into experience levels, which is useful for all personnel.
- Next Meeting: September 22, 2015, at 3:00 pm ET

Technology Policy (Joint with SAFECOM)

- The Technology Policy Committee convened in Boulder, Colorado, on August 4, 2015 to discuss issues related to data interoperability and Long Term Evolution planning.

- The Committee updated the Cybersecurity Primer, which provides a high-level overview of the importance of cybersecurity, associated challenges, and some available resources.
- The committee continues to explore the feasibility of work products for cybersecurity best practices when dealing with vendors or when implementing IT strategies.
- Next meeting: September 15, 2015 at 3:00 pm ET

Funding and Sustainment (Joint with SAFECOM)

- The Funding and Sustainment Committee heard a presentation from Anna Sandoval-Vigil, Procurement Manager for the State of New Mexico Department of Information Technology on Best Practices in Development of Request for Proposals.
- The committee discussed next steps on products for stakeholders and upcoming monthly conference calls as well as the November in person meeting.
- Next meeting: September 16, 2015, at 4:00 pm ET

New SWIC Contact Information

- Troy Harris, acting Nebraska SWIC: Troy.Harris@nebraska.gov
- Chris Tant, acting North Carolina SWIC: Chris.Tant@ncdps.gov

For more information or questions related to NCSWIC, please contact your State's SWIC or NCSWICGovernance@hq.dhs.gov.