



BOBBY JINDAL  
GOVERNOR

**State of Louisiana**  
Statewide Interoperability Executive Committee  
<http://gohsep.la.gov/SIEC>

CHRISTOPHER GUILBEAUX  
CHAIRMAN

SONYA WILEY-GREMILION  
VICE CHAIRMAN

**POLICY NAME: NETWORK COORDINATION POLICY**

**POLICY NUMBER: 007**

**EFFECTIVE DATE: March 24, 2010**

**REVISED DATE: July 22, 2015**

**Network Coordination Policy**

**I. Purpose**

The purpose of this policy is to ensure Louisiana Wireless Information Network (LWIN) users are able to access statewide interoperability talkgroups, as defined in Section II, during emergency and day to day operations.

**II. Statewide Interoperability Talkgroups**

For the purpose of this policy, statewide interoperability talkgroups are identified in the following table:

DESIGNATOR	USE
*STATE-1	DEDICATED STATE AGENCY INTEROPERABILITY
*STATE-2	DEDICATED STATE AGENCY INTEROPERABILITY
*STATE-3	DEDICATED STATE AGENCY INTEROPERABILITY
*STATE-4	DEDICATED STATE AGENCY INTEROPERABILITY
*INTEROP-1	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-2	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-3	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-4	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-5	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-6	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-7	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-8	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-9	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-10	LOCAL/STATE AGENCY INTEROPERABILITY

### **III. Management**

In order to maintain talkgroup availability for emergency situations without restricting access to day to day and training use, statewide interoperability talkgroup use will be coordinated through Emergency Support Function 2 (ESF-2). ESF-2 will work through the Office of Technology Services (OTS) Radio Communications Section, serving as the LWIN Network Control Center (NCC) to coordinate requests for the use of statewide interoperability talkgroups. Except as designated in Section II, statewide interoperability talkgroups belong to all LWIN users equally, and no agency, state or local, has standing over another agency to their use. Therefore, requests for statewide interoperability talkgroups will be handled in the following manner.

#### **A. Normal Requests**

Normal requests for day to day operations and training use will be granted on a “first come first served” basis.

#### **B. Priority Requests**

Search and rescue and lifesaving operations will be granted priority over all other uses.

Requests supporting large scale special events such as rallies, sporting events, and parades will be given a priority over normal requests. Such requests should be accompanied by an Incident Command Structure (ICS) form 205, Incident Communications Plan, no later than 48 hours in advance of scheduled events.

### **IV. Request Procedures**

There are three ways of requesting statewide interoperability talkgroups. They are, in order of precedence:

#### **A. WebEOC**

Requests for talkgroups will be made through WebEOC.

#### **B. Written**

If an agency does not have access to WebEOC, the agency will fill out an ICS Form 205 and send it to the NCC via mail, fax, or e-mail. A sample and a blank ICS Form 205 are attached as Appendix A.

**C. Verbal**

If time does not permit a WebEOC or written request, the agency can contact ESF-2 or the NCC via phone or LWIN.

Contact information for ESF-2 and the NCC is attached as Appendix B.

**V. Conflict resolution**

The Statewide Interoperability Executive Committee (SIEC) Executive Committee will be the final arbiter of any talkgroup use disputes.

## Sample Incident Communications Plan, ICS Form 205

<b>INCIDENT RADIO COMMUNICATIONS PLAN</b>			1. Incident Name: Tangipahoa Contraction EX	2. Date/Time Prepared 20 Dec 2009 1300	3. Operational Period Date/Time: 01 Jan 0700 to 01 Jan 1900
<b>4. Basic Radio Channel Utilization</b>					
System/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks
LWIN	*Interop-1	Command	N/A	Command and general staff	Incident Commander / LSP HQ / Tangipahoa OHSEP / GOHSEP
LWIN	*Interop-2	Tactical	N/A	Traffic control	Tangipahoa Parish Sheriff's Office / Ponchartraine PD / Hammond PD / Amite
(continued from above)					PD / Kentwood PD - LSP Troop L Traffic Coordination
LWIN	*State-1	Logistics	N/A	Logistics Operations	LSP Troop L / DOTD coordination
5. Prepared by (Communications Unit): COM1 Travis Johnson - ESF-2 225-573-0300 Incident commander: Joe Smith 985-555-1234 (mobile number)					

Contact Information:

Office of Technology Services (OTS)

Radio Communications Section

8001 Independence Blvd

Baton Rouge, Louisiana 70806

M-F 8:00 am – 4:30 pm: (225) 925-6036

After hours and holidays: (225) 925-6233

Governor's Office of Homeland Security and Emergency Preparedness  
(GOHSEP)

Office of Interoperability

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