

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

JOHN BEL EDWARDS
GOVERNOR



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CHAIRMAN

POLICY NAME: NETWORK COORDINATION POLICY

POLICY NUMBER: 007

EFFECTIVE DATE: March 24, 2010

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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 Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) Office of Interoperability and the Louisiana State Police (LSP) 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 at LWIN@LA.gov. Contact information is provided on the LWIN Website, <http://gohsep.la.gov/SIEC>

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 is provided on the LWIN Website, <http://gohsep.la.gov/SIEC>

V. Notifications

The NCC will notify the following four contacts via email when a statewide interoperability talkgroup has been assigned: SIEC Chairman, Louisiana National Guard (LANG) J6 ESF-2 Lead Representative, LSP Radio Communications ESF-2 Lead Representative, and the GOHSEP Office of Interoperability ESF-2 Lead Representative. In the event of operations requiring confidentiality such as highly sensitive law enforcement operations, the NCC will only inform the contacts listed above of the assignment.

Except as noted above, the NCC will copy the following contacts: LSP Crisis Response personnel, GOHSEP State EOC group email, LSP Radio Communications management personnel, GOHSEP Regional Support group email, LANG Task Force Signal commander, SIEC regional representative(s) in the area of operations, and the original requestor.

When the State Emergency Operations Center (SEOC) is activated in response to large scale multijurisdictional events the NCC will also notify all PSAPs statewide of interoperability talkgroup assignments. This will be accomplished by sending the notifications to the SIEC Association of Public-Safety Communications Officials (APCO) representative, who will forward it to the PSAPs.

Notifications will be in the following format:

“[Requesting agency name] is requesting the use of an interoperability talkgroup for [event description], [date].

Without objection, [Talkgroup name] has been assigned [date].

POC:

[POC name]

[POC Agency and title]

[POC Phone number]

[\[POC Email address\]](#)

Talkgroup Tracker [HAS or HAS NOT] been updated.”

VI. Conflict resolution

Assignments will be considered valid unless the SIEC Chair or one of the three ESF-2 Primary Agency Lead Representatives has an objection. The Statewide Interoperability Executive Committee (SIEC) Executive Committee will be the final arbiter of any talkgroup use disputes.