



*Prepared for the Minnehaha/Lincoln
County Working Group*

ICTAP-XXX-TICPLN-001-R0

TIC Plan – Sioux Falls/Minnehaha/Lincoln Urban Areas
March 2006

**Tactical Interoperable Communications Plan
Sioux Falls/Minnehaha/Lincoln Urban Area**

Executive Overview

This document establishes a Tactical Interoperable Communications Plan (TIC Plan) for the City of Sioux Falls, Minnehaha & Lincoln Counties, inclusive of South Dakota Homeland Security. The TIC Plan is intended to document what interoperable communications resources are available within the designated area, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource. Creation of a TIC Plan was a requirement of the Office for Domestic Preparedness (now Office of Grants and Training) 2005 Urban Area Securities Initiative (UASI) grant program.

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1 Urban Area Information

1.1 Overview

This Tactical Interoperability Communication Plan (TIC Plan) has been created for Minnehaha County, Lincoln County and the City of Sioux Falls, which lies within both counties. The Sioux Falls/Minnehaha/Lincoln Urban Area was established during a kick-off meeting, which was held on Jan. 10, 2006, at Pierre, South Dakota. Federal, State, and various local officials were in attendance. The Sioux Falls/Minnehaha/Lincoln Urban Area was defined to include the core city (Sioux Falls), the core city's county, (Minnehaha) and mutual aid partner county (Lincoln). The Sioux Falls/Minnehaha/Lincoln Urban Area, supports a densely populated core composed of State, and Federal government offices, corporate headquarters, diverse business.

This plan is intended for use by first responder disciplines responding to the scene of an emergency. Additionally, it may be used by government and non-government organizations and personnel requiring communications or coordination during emergency response. These organizations and personnel include:

- Emergency Management
- Emergency Medical Services
- Fire Service
- Government Administration
- HAZMAT
- Health Care
- Law Enforcement
- Non-government organizations
- Private Security
- Public Health
- Public Safety Communications
- Public Service/Works

1.2 Included Agencies

The agencies represented in the Sioux Falls/Minnehaha/Lincoln Urban Area TIC Plan are users of the systems in Table 1 below and are listed in Appendix A.

Table 1-1. Communications System Administrators Included in the TIC Plan

Jurisdiction	Agency	Contact	Email	Phone
Minnehaha/ Sioux Falls	Metro Communications	David Atherton	datherton@minnehahacounty.org	(605) 367-7222
Lincoln	Lincoln County Communications	Todd Baldwin	lccc@iw.net	(605) 764-2664
State	State Radio	David Driscoll	david.driscoll@state.sd.us	(605) 773-3105

1.3 TIC Plan Point of Contact

The primary and alternate points of contact (POC) for questions regarding the Plan are:

Primary:

Name Lynn De Young
Title Director of Emergency Management, Minnehaha County
Address 608 Sigler Avenue
Sioux Falls, SD 57104
Phone 605-367-4290
E-Mail ldeyoung@minnehahacounty.org

Alternate:

Name David Atherton
Title Director, Metro Communications
Address 501 N. Minnesota Avenue
Sioux Falls, SD 57104
Phone 605-367-7218
E-Mail datherton@minnehahacounty.org

2 Governance

2.1 Overview

The Sioux Falls/Minnehaha/Lincoln Urban Area TIC Plan addresses interoperable communications equipment and planning for the urban areas identified by the Department of Homeland Security's Urban Areas Security Initiative. Though the City of Sioux Falls, Minnehaha and Lincoln Counties have their own interoperable communication needs, their proximity to one another, their large population, and their existing regional government structure makes it possible to develop a consolidated Sioux Falls/Minnehaha/Lincoln Urban Area TIC Plan. Development of a Sioux Falls/Minnehaha/Lincoln Urban Area TIC Plan will identify and resolve interoperable communication issues between and in each of these counties.

Metro Communications utilizes the State Radio System authorized by South Dakota Codified Laws (SDCL) Chapter 1-13. Therefore many of the Governance rules are formulated by the Metro Communications System Administrator. Metro Communications is a Joint Dispatch Facility managed by the Metro Management Council. This Management group is made up of policy officials from Minnehaha County, the City of Sioux Falls, and citizens at large. Metro Communications also has a local users committee made up of first responder's agencies within the dispatch area. The Metro Communications Director has the Authority and responsibility to conduct all local system administration.

The Sioux Falls/Minnehaha/Lincoln Urban Area TIC Plan was developed, and will be administered by, the Regional Interoperable Communications Committee (ICC). The Regional ICC is authorized by the following governmental entities to provide all direction and coordination for the development, implementation and maintenance of this TIC Plan:

Table 2-1. Interoperable Communications Authorizing Governmental Entities

Authorizing Governmental Entity	Contact Telephone
City of Sioux Falls	(605) 367-8800
Minnehaha County Commission	(605) 367-4206
Lincoln County Commission	(605) 764-2581
State of South Dakota	(605) 773-3450

The Regional ICC is comprised of:

- Lynn De Young, Co-Chair, Director of Emergency Management, Minnehaha County
- Harold Timmerman, Co-Chair, Director of Emergency Management, Lincoln County
- An Operations Working Group, chaired by Lynn De Young
- A Technical Working Group, chaired by Harold Timmerman.

The Operations Working Group is responsible for developing standard operating procedures, determining operational requirements, and coordinating training.

The Technical Working Group is responsible for identifying, developing and overseeing technical solutions.

2.2 Membership

Members of the Regional ICC consist of representatives from the following agencies:

- Metro Communications
- Minnehaha County Emergency Management
- Minnehaha County Sheriff's Office
- South Dakota Homeland Security
- South Dakota Office of Emergency Management
- South Dakota Highway Patrol
- South Dakota Bureau of Information & Telecommunications
- South Dakota State Radio
- Sioux Falls Police Department
- Sioux Falls Fire Rescue
- Sioux Falls Emergency Management
- Rural/Metro Ambulance

- Lincoln County Emergency Management
- Lincoln County Communications
- Lincoln County Sheriff's Office

In an effort to be compliant with guidelines established by the National Incident Management System (NIMS), membership in the Regional ICC is listed by position, not by name. For information about the Plan, contact the co-chairs of the Regional Interoperable Communications Committee as identified previously.

6 provides POC information for current member agencies of the Regional ICC.

2.3 Responsibilities of the Governing Body

The Regional ICC will hold the following responsibilities:

- Establish and manage interoperable communications subcommittees
- Maintain and update this TIC Plan
- Adopt final solutions and direct implementation
- Establish training requirements in support of this TIC Plan
- Create chains of command for interoperable communications including trained Communications Unit Leaders in accordance with NIMS guidelines
- Coordinate Memoranda of Understanding (MOUs) and Mutual Aid Agreements for interoperable communications as necessary (see Appendix H)
- Notify agencies of regular interoperable equipment/solutions testing and assist agencies with test evaluation and the dissemination of results
- Continually re-evaluate regional requirements as technology evolves and circumstances dictate.

2.4 Meeting Schedule

The Regional ICC Co-chairs will set the meeting schedule bimonthly in conjunction with the Unified Command meetings. Adjustments to the TIC Plan will be made at those meetings as necessary.

2.5 Agency Responsibilities and Rights

Agencies will retain the following rights and responsibilities:

- Agencies are responsible for implementing MOUs and Mutual Aid Agreements coordinated by the Regional ICC.
- Agencies agreeing to this plan have the authority to request use of systems in accordance with ICC guidelines as documented in section 4 of this Plan.
- Dispatch agencies and emergency communication centers of participating agencies have the authorization to request use of the systems.

- Where applicable, agencies will be responsible for maintaining, testing and exercising connectivity to interoperable communication systems.
- Agencies retain the right to decide when and where to participate in interoperable communications.
- Agencies retain the right to accept or decline a patch to a gateway system to provide interoperable communications during an incident.

2.6 Regional Authority for Coordination and Assignment of Interoperability Assets

In response to incidents which cross over political jurisdictions, there will potentially be competing demands and priorities for interoperable communications assets.

Until such time as Incident Command/Unified Command is established, the lead agency designee (i.e., communications supervisor/command personnel), in cooperation with their counterparts in other involved agencies, will have the authority to designate the use of interoperable assets. Once Incident Command/Unified Command has been established, Communication Unit Leaders can be contacted for further coordination and delegation of the interoperable communications assets.

When the same resources are requested for two or more incidents, resource assignments should be based on the priority levels below:

- Disaster, large scale incident or extreme emergency requiring mutual aid or interagency communications
- Incidents where imminent danger exists to life or property
- Incidents requiring the response of multiple agencies
- Pre-planned events requiring mutual aid or interagency communications
- Incidents involving a single agency where supplemental communications are needed for agency use
- Drills, tests and exercises

In the event of multiple simultaneous incidents within the same priority, the resources should be allocated according to the following:

- Incidents with the greatest level of exigency (e.g., greater threat to life or property, more immediate need...) have priority over less exigent incidents.
- Agencies with single/limited interoperable options have priority use of those options over agencies with multiple interoperable options.
- When at all possible, agencies already using an interoperable asset during an event should not be redirected to another resource.

3 Interoperability Equipment

This section describes all interoperable equipment in the urban area.

3.1 Cache Radios

Cache radios, also known as “swapped radios,” refer to maintaining a cache of standby radios that can be deployed to support regional incidents. These radios may be from a regional cache, or from a participating agency. This allows all responders to use a common, compatible set of radios during an incident. Specific caches within the region are listed in Appendix B.

Table 3-1. Radio Caches in the Urban Area

Cache Name	Jurisdiction	Agency	Units	Description	Roaming
State and Highway Patrol Radio Cache (VHF)	Statewide	Bureau of Information and Telecommunications	100	XTS3000, EFJ-5100	Statewide
State and Highway Patrol Radio Cache (UHF)	Statewide	Bureau of Information and Telecommunications	100	Maxon SP340	Statewide

3.2 Shared Channels

“Shared channels” refer to common frequencies, channels and talkgroups (such as those of a participating agency) that have been established and are programmed into radios to provide interoperable communications among agencies. Specific shared interoperable communication channels available within the region are listed below. More detailed information on each channel is documented in Appendix C and Appendix D.

3.2.1 Mutual aid channels (Simplex)

The general purpose of a simplex (non-repeated) is to provide communications over a shorter distance direct handheld to handheld, mobile-to-mobile, or handheld-mobile communications. Generally the transmit distance is less than 2 miles, but maybe longer or shorter depending on terrain and other conditions.

Table 3-2. Mutual Aid Channels

Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
Nationwide Interoperability	National Law Enforcement Channel	FCC designated mutual aid channel	155.475 / 155.475	CS / CS
Statewide Interoperability	State Mutual Aid 1	FCC designated mutual aid channel	154.265 / 154.265	CS /
Statewide Interoperability	State Mutual Aid 2	FCC designated mutual aid channel	154.295 / 154.295	CS /

Nationwide Interoperability	National Mutual Aid	FCC designated mutual aid channel	154.28 / 154.28	CS /
Statewide Interoperability	EMS 1	Selectively used throughout the state	155.325 / 155.325	103.5 / CS
Statewide Interoperability	EMS 2	Selectively used throughout the state	155.385 / 155.385	103.5 / CS
Statewide Interoperability	EMS 3	Selectively used throughout the state	155.340 / 155.340	210.7 / CS
Statewide Interoperability	EMS 5	Selectively used throughout the state	155.325 / 155.325	118.8 / CS
Statewide Interoperability	EMS 6	Selectively used throughout the state	155.385 / 155.385	118.8 / CS
Statewide Interoperability	EMS 7	Selectively used throughout the state	155.325 / 155.325	156.7 / CS
Statewide Interoperability	EMS 8	Selectively used throughout the state	155.385 / 155.385	156.7 / CS

3.2.2 Shared Talkgroups

All Sioux Falls/Minnehaha/Lincoln Urban Area VHF mobile and portable radios can select the following talkgroups in Table 3-3. These talkgroups are all part of the South Dakota Digital Trunked Communication System.

Table 3-3. Shared Digital VHF Talkgroups

Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
Minnehaha Co Fire 1	COFIRE 1	Dispatch	County Fire, Rescue, EMS, Dispatch
Minnehaha Co Fire 2	COFIRE2	Dispatch, Coordination	County Fire, Rescue, EMS, Dispatch
Sioux Falls Fire 1	SFFR 1	Dispatch	Sioux Falls Fire, Rural/Metro Ambulance
Sioux Falls Fire 2	SFFR 2	Dispatch	Sioux Falls Fire, Rural/Metro Ambulance, County Fire, County Rescue & EMS
Sioux Falls Fire Operations	SFFR 3	Coordination	Sioux Falls Fire, County Fire, EMS, and Rescue
Sioux Falls Fire Operations	SFFR 4	Coordination	All Public Safety
Sioux Falls Fire Operations	SFFR 5	Coordination	All Public Safety
Sioux Falls Fire Operations	SFFR 6	Coordination	SFFR Dispatch
Minnehaha County CD	CIVDIV 1	Coordination	All Public Safety
Sioux Falls Fire Rescue	SFFRCMD	Chief, Coordination	Sioux Falls Fire Command Staff
Sioux Falls Fire Rescue	SFFRSTAF	Chief, Training, Prevention	Chief officers, Training, Fire Prevention
County Ambulance	COAMB	Coordination	All County Fire, Rescue, EMS, Helicopters
County Fire Operations	COFIRE 3	Coordination	All County, Fire, Rescue, EMS, Helicopters

Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
Operations Channel	OPS CH1	Coordination	All Public Safety
Operations Channel	OPS Ch 2	Coordination	All Public Safety
Operations Channel	OPS Ch 3	Coordination	All Public Safety
Minnehaha Co Interagency	MNC INT	Coordination	All County Agencies / Departments
Sioux Falls PD East	PD East	Dispatch	All County Law, Emergency Management
Sioux Falls PD West	PD West	Dispatch	All County, Law, Emergency Management
Investigations	Invest	Coordination	SFPD, Sheriff, DCI Detectives
LE Operations	Law 1	Coordination	All County Law
LE Operations	Law 2	Coordination	All County Law, Emergency Management
LE Operations	Law 3	Coordination	All County Law, Emergency Management
Animal Control	Animal Control	Dispatch	Sioux Falls Animal Control, Humane Society
Law Data	DATA	Dispatch	All County Law
LE Administration	Admin	Coordination	Restricted to Lt's and above, EM Director
City/County Narcotics	NARC	Operations	Restricted for City/County/DCI
Sioux Falls PD SWAT	PD SWAT	Operations	Restricted for City Tactical Team
Sheriff's SWAT	SO SWAT	Operations	Restricted for Sheriff's tactical team
Sheriff's Jail Division	JAIL 2	Operations	Communications outside complex, i.e. transports
Sheriff	SHERIFF	Operations	County Law Enforcement
Fairgrounds	FAIRGRND	Coordination	Fairground staff, Law Enforcement, Emergency Management
Sioux Falls Transit	TRANSIT	Operations	City Transit dispatch talk group
Sioux Falls Para-transit	PARATRAN	Operations	City of Sioux Falls Para-transit dispatch
Sioux Falls Utilities	SFUTIL 1	Operations	City Street Dept., Traffic Eng., Sewer & Water, City Eng., Flood Control
Sioux Falls Utilities	SFUTIL 2	Operations	Forestry, Parks & Recreation

Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
Sioux Falls Utilities	SFUTIL 3	Operations	Light Dept., Water Dept.,
City of Sioux Falls	SFCITY	Coordination	All City of Sioux Falls Departments
Rural/Metro Ambulance	RURALMET	Operations	Internal Operations
Minnehaha County Highway	COHWY	Operations	All County Highway Equipment
Dell Rapids Hospital	DRHOSP	Coordination	Communications to Hospital
Veterans Hospital	VAHOSP	Coordination	Communications to Hospital
Sioux Valley Hospital	SV HOSP	Coordination	Communications to Hospital
Heart Hospital	HEART	Coordination	Communications to Hospital
Avera MCKennan Hospital	MCKENN	Coordination	Communications to Hospital
Moody Incident Management	MOODYINT	Coordination	Inter-agency coordination between Moody and Minnehaha County
Lake Incident Management	LAKEINT	Coordination	Inter-agency coordination between Lake and Minnehaha County
Lincoln Incident Management	LINCINT	Coordination	Inter-agency coordination between Lincoln and Minnehaha County
Turner Incident Management	TURNINT	Coordination	Inter-agency coordination between Turner and Minnehaha County
McCook Incident Management	MCCOOK	Coordination	Inter-agency coordination between McCook and Minnehaha County
Lincoln CO Fire 1	Fire 1	Coordination	Fire, EMS
Lincoln Co Fire 2	Fire 2	Coordination	Fire, EMS
Lincoln Co Fire 3	Fire 3	Coordination	Fire, EMS
Lincoln Co Incident Management	CO IM	Coordination	All Public Safety
Lincoln Co Law 1	Law 1	Coordination	All Law
Lincoln Co Law 2	Law 2	Coordination	All Law
Lincoln Co Law 3	Law 3	Coordination	All Law
Lincoln Co Med 1	Med 1	Coordination	All EMS, Fire
Lincoln Co Med 2	Med 2	Coordination	All EMS, Fire

Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
Lincoln Co Med 3	Med 3	Coordination	All EMS Fire
Lincoln Co Sheriff	Sheriff	Sheriff Coordination	Lincoln County Sheriff

3.3 Gateways

“Gateway” systems interconnect channels of disparate systems (whether on different frequency bands or radio operating modes), allowing first responders using their existing radios and channels to be interconnected with the channels of other users outside of their agency. Gateways are listed in Table 3-4. More detailed information on each gateway is provided in Appendix E.

Table 3-4. Fixed and Mobile Gateway Systems in the Urban Area

Jurisdiction	Agency	Type	Qty	Fixed/Mobile
Statewide	Bureau of Information & Telecommunications	ACU-1000	1	Mobile
Statewide	State Patrol/GFP*	Pyramid Extenders**	120	Mobile
Statewide	State Patrol/GFP SE	Pyramid Extenders	100	Mobile
Lincoln and Minnehaha County	Sioux Falls Fire, Rural/Metro Ambulance, Lincoln Co. Sheriff, Lincoln Co. EM1	Pyramid Extenders	25	Mobile
Lincoln	Lincoln Co. Dispatch	Console Patch	1	Fixed
Minnehaha	Metro Communications	Console Patch	1	Fixed

*GFP- Game, Fish and Parks

** Extenders are vehicular repeaters used to cross patch UHF analog to VHF digital and vice versa.

3.4 Shared Systems

“Shared systems” refers to the use of a single radio system infrastructure to provide service to several Public Safety agencies within the region. There is a single main radio system (see Table 3-5) for interoperable communications that comprises the shared system in the Urban Area. System details are provided in Appendix F.

Table 3-5. Shared Systems

Name	Service Area	Radio System	Public Agencies Supported
South Dakota Digital Trunked Radio Network	Statewide	Smartzone 4.XX Motorola Digital Trunked System	See Appendix F

4 Policies and Procedures for Interoperable Equipment

The Sioux Falls/Minnehaha/Lincoln Urban Area Tactical Interoperable Communications Plan addresses interoperable communications equipment and planning for Minnehaha and Lincoln Counties. These two counties are unique areas with their own interoperable communication needs, equipment, procedures, and personnel. However, their proximity to one another, their large population, and the probability that some type of catastrophic event that will occur in the region makes it necessary to develop a consolidated TIC Plan for both counties. Development of a regional TIC Plan will help identify and resolve interoperable communication issues.

4.1 Cache Radios

The cache of radios has the following characteristics:

- The portable radios are fully charged and maintained, ready for immediate deployment
- Deployed equipment includes battery chargers to support extended deployments
- Personnel are available to transport equipment to the incident scene
- Technicians are available for on-scene support during the deployment
- Inventory control process
- Common radio programming templates (see Appendix D).

4.1.1 Rules of Use

The following are general rules of use and apply to all cached radios:

- Use the request protocols for all communications equipment requests utilizing the Incident Command System (ICS).
- Use of an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) is required for use of any interoperable resources.
- Coordinate and update interoperability MOUs and Mutual Aid Agreements through the Regional ICC.
- Plain language – Multi-jurisdictional communications shall be in plain language. Avoid using radio codes, acronyms and abbreviations as they may cause confusion between agencies. Additionally, it should be understood that plain words such as “help”, “assistance”, “repeat” and “back-up” may have different operational meanings to different agencies. The word “Help” should not be used alone unless in the context of a life-threatening situation.
- Unit Identification – Call signs for initial and interagency communications will need to be descriptive of the calling agency, i.e. <Agency Name> Engine 10.

4.1.2 Interoperable Communication Request

Normal requests for communication resources would go through the County Emergency Manager to the State Office of Emergency Management duty officer. Those making the request should be prepared to provide the following information:

1. Identify type of incident, on-scene agency, name of person requesting cache equipment and supply a call back number
2. Name/expected duration of event if known
3. Obtain location information, directions, and ingress/egress information.

4.1.3 Radio Cache Equipment Activation

- The radio cache manager will provide an estimated response and activation time, which will be relayed to the Incident Commander and/or Unified Command having jurisdiction over the event.
- The radio cache manager will dispatch a Technician to activate and implement the cache equipment and report to the Staging Area Manager.
- The radio cache manager will send the radio cache to the incident scene along with a knowledgeable technician who will be responsible for supporting the radios, including fully charged spare batteries.
- The radio cache manager will track all cache equipment using a unique identification number for inventory purposes.
- The Communications Unit Leader maintains a list for the incident of each user issued a radio, the user's agency, the identification number of the radio equipment provided to the user, and frequency/channel of use.

4.1.4 Radio Cache Equipment Deactivation

The Incident Commander and/or Unified Command determines when the regional interoperability asset is no longer required. Once the determination is made, the following actions must be completed:

- The Logistics Section Chief coordinates the return of cache equipment to the Communications Unit Leader.
- At the end of the incident, the Communications Unit Leader inventories all equipment.
- Before leaving the incident scene, the Communications Unit Leader determines if any equipment has not been returned to the cache (is missing).
- The Communications Unit Leader logs the return of the equipment from the user and/or agency to which the equipment was distributed.
- The Communications Unit Leader provides the logged information to the Logistics Section Chief.
- If the missing equipment cannot be recovered at the incident scene, the technician provides this information to the radio cache manager for resolution.

4.1.5 Problem ID and Resolution

During deployment, agencies using a radio cache will report problems with individual radios to the Communications Unit Leader. Users of radio cache radios are responsible for the condition of the radios and any repairs required beyond normal wear and tear.

4.2 Shared Channels/Talkgroups

See Section 3.2 (and Appendix D) for a list of shared frequencies and talkgroups, their name/designation, and the agencies supported.

The policies and procedures in this section apply to the local, regional, state, and federal Mutual Aid channels.

4.2.1 Mutual Aid Channels (Simplex)

These channels are generally used as on scene operations to provide direct communications between the Incident Commander and/or Unified Command and various operating branches.

4.2.1.1 Rules of Use

Mutual Aid Channels in the region are reserved for situations that require interoperable communications for the coordination of multiple public safety entities and/or activities. The following rules of use apply to these channels:

- Plain language – Multi-jurisdictional communications shall be in plain language. Avoid using radio codes, acronyms and abbreviations as they may cause confusion between agencies. Additionally, it should be understood that plain words such as “help”, “assistance”, “repeat” and “back-up” may have different operational meanings to different agencies. The word “Help” should not be used alone unless in the context of a life-threatening situation.
- Unit Identification – Call signs for initial and interagency communications will need to be descriptive of the calling agency, i.e. <Agency Name> Engine 10.

Examples of Proper Use of the Mutual Aid Channels:

- As working channels for multiple fire departments fighting a fire together
- For communications during extended joint operations between multiple police agencies such as drug operations, riots, etc.
- For coordination during recovery operations after a disaster such as a tornado when local, state, and federal officials require a common communications link

Examples of Improper Use of the Mutual Aid Channels:

- To support the administrative functions of a fire department which has a mutual aid agreement with an adjacent fire department to provide “move up” capability when a fire unit leaves its own coverage area
- To provide an extra working channel for a public safety agency supporting a special event
- To provide a surveillance channel for use between members of the same public safety agency

4.2.1.2 Procedures

The following are general rules of use and apply to all cached radios:

- Use the request protocols for all communications equipment requests utilizing the Incident Command System (ICS).
- Use of an Incident Command System (ICS) compliant with the National Incident Management System (NIMS) is required for use of any interoperable resources.
- Coordinate and update interoperability MOUs and Mutual Aid Agreements through the Regional ICC.
- Plain language – Multi-jurisdictional communications shall be in plain language. Avoid using radio codes, acronyms and abbreviations as they may cause confusion between agencies. Additionally, it should be understood that plain words such as “help”, “assistance”, “repeat” and “back-up” may have different operational meanings to different agencies. The word “Help” should not be used alone unless in the context of a life-threatening situation.
- Unit Identification – Call signs for initial and interagency communications will need to be descriptive of the calling agency, i.e. <Agency Name> Engine 10.

4.2.1.3 Problem ID and Resolution

Agencies using mutual aid channels will report problems to the Communications Unit Leader.

4.2.2 Shared Talkgroups

4.2.2.1 Rules of Use

Mutual Aid Channels in the region are reserved for situations that require interoperable communications for the coordination of multiple public safety entities and/or activities.

The following rules of use apply to these channels:

- Plain language – Multi-jurisdictional communications shall be in plain language. Avoid using radio codes, acronyms and abbreviations as they may cause confusion between agencies. Additionally, it should be understood that plain

words such as “help”, “assistance”, “repeat” and “back-up” may have different operational meanings to different agencies. The word “Help” should not be used alone unless in the context of a life-threatening situation.

- Unit Identification – Call signs for initial and interagency communications will need to be descriptive of the calling agency, i.e. <Agency Name> Engine 10.

Examples of Proper Use of the Mutual Aid Talk Groups:

- As working channels for multiple fire departments fighting a fire together
- For coordination during a police chase through multiple jurisdictions where the agencies have no other communications link with each other
- For communications during extended joint operations between multiple police agencies such as drug operations, riots, etc.
- For coordination during recovery operations after a disaster such as a tornado when local, state, and federal officials require a common communications link

Examples of Improper Use of the Mutual Aid Talk Groups:

- To support the administrative functions of a fire department which has a mutual aid agreement with an adjacent fire department to provide “move up” capability when a fire unit leaves its own coverage area
- To provide an extra working channel for a public safety agency supporting a special event
- To provide a surveillance channel for use between members of the same public safety agency

4.2.2.2 Procedures

- Initially, dispatch will make every effort to determine if a channel is in use before using that resource prior to an Incident Command being established
- Such resources may include the use of any available talkgroup to contact other agencies as necessary for interoperable communications during an incident
- If an individual responder needs to talk to an agency with which they do not otherwise have communications, the responder notifies dispatch that they need to operate on one of the interoperability channels. Dispatch or the responder can determine the appropriate channel.
- When a responder is dispatched to an incident, each agency dispatcher is responsible for notifying responders what interoperability channel(s) are being used for the incident.
- The Incident Commander and/or Unified Command determines when the interoperability or mutual aid channel(s) is (are) no longer required and notifies his/her dispatch center.
- The dispatch center having jurisdiction over the location of the incident notifies each responding agency that operations on the channel are ending.

4.2.2.3 Problem ID and Resolution

The following are general problem ID and resolution processes and apply to all systems.

- During deployment, report problems with individual radios to the Communications Unit Leader who is at the scene.
- Develop and update MOUs, Mutual Aid Agreements, Policies and Procedures if needed.
- The Incident Commander and/or Unified Command having jurisdiction over the incident will resolve any usage problems.

4.3 Fixed Site Gateways (Console Patch)

This section provides guidance on how to request and use fixed site gateways that fall under the jurisdiction of the Sioux Falls/Minnehaha/Lincoln Urban Area during emergency responses in the Urban Area. Detailed information on all gateways available for use within the region is listed in Appendix E.

The City of Sioux Falls and Minnehaha & Lincoln Counties operate deployable audio matrix switches that are designed to provide a radio gateway that can be rapidly configured and deployed to an emergency response scene to link disparate or incompatible radio systems.

4.3.1 Participating Agencies

Appendix E sections E.5 and E.6 lists the agencies supported by each fixed gateway device (console patch) and detailed information on all gateways available for use within the region.

4.3.2 Fixed Gateway (Console Patch) Communications Request

When an emergency response event requires a gateway to perform interoperable communications, a partnering agency representative shall follow their agency's procedures for requesting equipment. Typically, a user should request a gateway by contacting their agency's dispatcher, who will then contact the appropriate agency.

The dispatch center having jurisdiction over the location of the incident follows internal agency procedures to contact the PSAP/dispatch center, and relay pertinent information regarding the event.

4.3.3 Fixed Gateway (Console Patch) Activation

The PSAP/dispatch center determines what regional interoperability resources are available for use and identifies and activates the console patch.

4.3.4 Fixed Gateway (Console Patch) Deactivation

When the interoperable communications connection is no longer required, agencies should follow these deactivation procedures:

- The requesting agency/user or Incident Commander and/or Unified Command where the emergency event occurred shall contact their dispatcher so that the patch can be deactivated
- The dispatcher shall make an announcement on the interoperable channel/talkgroup indicating that the connection will be deactivated prior to the connection being disabled
- All personnel shall return to their appropriate home system channel assignments

4.3.5 Fixed Gateway (Console Patch) Rules of Use

The following rules of use shall govern interoperable communications between agencies:

- All encrypted radio users will be required to work in the “clear” mode for communication over the gateway.

Note: Interconnecting encrypted and non-encrypted channels on a gateway can compromise operations or allow sensitive information to be intercepted because it is difficult to ensure all encrypted channel users are aware of when there are interconnections to non-encrypted channels. An encrypted channel user can mistakenly believe that their communication is secure, when in fact the communication is being broadcast in the “clear” over a non-encrypted channel through a gateway connection. For this reason, the default policy will be that encrypted channels will not be used where non-encrypted channels are being interconnected with a gateway.

4.3.6 Problem ID and Resolution

If you are having a problem functioning on one of the shared communication systems, contact your agency’s radio technician. The following guidelines shall govern gateway problem identification and resolution between agencies:

- Agencies using interoperable equipment may report any problems with the specific equipment to the Communications Unit Leader.
- The Communications Unit Leader is responsible for ensuring effective resolution to problems that exist with interoperability resources.
- During deployment, report problems with individual radios to the Communications Unit Leader.
- Develop and update MOUs, Mutual Aid Agreements, and procedures if necessary.

4.3.7 Fixed Gateway (Console Patch) Limitations

The interoperability provided through the gateways has the ability to link participating agencies, but has the following limitations:

- **Battery life of portable radios has a limited time of use:** Gateways are designed to enable interoperable communications for short duration events or until a mobile command vehicle arrives. In the event that the gateways will need to be used for an extended period of time, precautions such as an additional power supplies, personal radio chargers, or other provisions should be considered.
- **Home system coverage may limit communications:** All units utilizing the gateway will be operating in a simplex or non-repeated mode once they arrive on the scene and during emergency response operations. Access to repeaters of an agency's home system while en- route to or while on the scene of the incident will be dependent on the coverage of their home system. Alternate methods of communication (e.g., frequency sharing, use of a cellular phone) may be required to communicate with your agency's home system if you are outside the coverage of your home system.
- **Interoperability connectivity needs to be planned in advance.** For agencies to have interoperability on the scene of an incident they would need to have provided a portable radio in advance or provide one on the scene of the incident.

4.3.8 Fixed Gateway (Console Patch) Test Procedures

To ensure that equipment components of the gateway operate properly, each agency will participate in the following testing procedure:

- Representatives from each agency should meet on a regular basis to test the gateway
- Testing should include deployment, setup, operation, and deactivation of the gateway. Agency representatives should arrive at the test location to test their ability to communicate with other agencies utilizing the gateway.
- If an issue or problem is identified during the testing procedure, personnel shall determine who will take corrective action. If the issue or problem can not be identified, personnel shall contact the appropriate technical personnel to address the issue or problem.

4.4 Mobile Gateways

This section provides guidance on how to request, deploy, and use gateways that fall under the jurisdiction of the Sioux Falls/Minnehaha/Lincoln Urban Area during emergency responses in the Urban Area. Detailed information on all gateways available for use within the region is listed in Appendix E.

ACU-1000

The Sioux Falls/Minnehaha/Lincoln Urban Area operates deployable audio matrix switches (ACU-1000) that are designed to provide a radio gateway that can be rapidly configured and deployed to an emergency response scene to link disparate or incompatible radio systems.

Vehicular Repeaters (Extenders)

Vehicular repeaters (extenders) are a field expedient method of providing a gateway between the wide-area VHF system and local UHF radio users in a very localized area (approximately 1/2 mile radius). Approximately 100 area state and local first responders have vehicles equipped with the extenders.

4.4.1 Mobile Gateway Communications Request

Normal requests for communication resources would go through the County Emergency Manager to the State Office of Emergency Management duty officer. Those making the request should be prepared to provide the following information:

1. Identify type of incident, on-scene agency, name of person requesting cache equipment and supply a call back number
2. Name/Expected duration of event if known
3. Obtain location information, directions, and ingress/egress information

4.4.2 Mobile Gateway Deployment Procedure

Normal requests for communication resources would go through the County Emergency Manager to the State Office of Emergency Management duty officer. Those making the request should be prepared to provide the following information:

- Identify type of incident, on-scene agency, name of person requesting gateway equipment and supply a call back number.
- Name/expected duration of event if known.
- Obtain location information, directions, and ingress/egress information.

4.4.3 Mobile Gateway Activation

Gateways may not be outfitted with agency radios before the event. Therefore, all agencies will be required to bring a portable radio and charger to connect to the gateway for the length of the operation. Gateway managers will ensure appropriate radios, cables, antennas, etc. are supplied to connect disparate radios in the area. Setup and installation of all radios occurs on-scene.

The Communications Unit Leader should follow these procedures:

1. Instruct gateway operator on where to setup and operate the gateway.

2. Provide gateway operator with frequency/talkgroup channels to be used during the incident.
3. Confer with gateway operator concerning what command level or other specific talkgroups need to be programmed into the gateway.

The gateway operator will program the channel(s) or talkgroup(s) assigned by the Communications Unit Leader.

4.4.4 Mobile Gateway Deactivation

When interoperable communications are no longer required, agencies should follow these guidelines. Participating agencies are responsible for retrieving the portable radio provided during the operation.

By direction of the Incident Commander and/or Unified Command, the Communications Unit Leader should follow these deactivation procedures:

1. Make an announcement on the command channel to all commanders to advise them the gateway is being deactivated
2. Contact the gateway operator to shut down the gateway.

The gateway operator should return to the pre-response location and make gateway ready for service.

4.4.5 Mobile Gateway Rules of Use

The following rules of use shall govern interoperable communications between agencies:

- Connectivity between agencies will be requested only for essential communications. Nets may be established for tactical, logistical or command level communications as required.
- All local and state units will use the unit identifiers they normally use in their own system preceded by their full agency (e.g., Sioux Falls Police Department) while federal agencies will use acronyms (e.g., ATF, FBI). All units should be flexible concerning modifications to on-air protocols as determined by the Incident Commander and/or Unified Command.
- All radio traffic will be conducted in plain language and the use of 10-Codes and specific agency acronyms is prohibited.
- All non-Federal radio users will communicate in the “clear” mode. Users of encrypted radios need to be mindful that non-encrypted radios may be engaged in the patch and that communications in the patch environment will likely not be secure.
- Extender use as a gateway is a field decision:
 - Units on scene will coordinate to position vehicle equipped with extender.
 - Units will coordinate VHF trunked talkgroup to monitor/utilize.

- Units on scene will turn mobile/portable UHF radios to extender frequency.
- Upon completion of incident UHF radios will return to normal operating channels.

4.4.6 Problem ID and Resolution

If you are having a problem functioning on one of the shared communication systems, contact your agency's radio technician. The following guidelines shall govern gateway problem identification and resolution between agencies:

- Agencies using interoperable equipment may report any problems with the specific equipment to the Communications Unit Leader.
- The Communications Unit Leader is responsible for ensuring effective resolution to problems that exist with interoperability resources.
- During deployment, report problems with individual radios to the Communications Unit Leader.
- Develop and update MOUs, Mutual Aid Agreements, and procedures as needed.

4.4.7 Mobile Gateway Limitations

The interoperability provided through the gateways has the ability to link participating agencies, but has the following limitations:

- **Battery life of portable radios has a limited time of use:** Gateways are designed to enable interoperable communications for short duration events or until a mobile command vehicle arrives. In the event that the gateways will need to be used for an extended period of time, precautions such as an additional power supplies, personal radio chargers, or other provisions should be considered.
- **Home system coverage may limit communications:** Access to repeaters of an agency's home system while en-route to or while on the scene of the incident will be dependent on the coverage of their home system. Alternate methods of communication (e.g., frequency sharing, use of a cellular phone) may be required to communicate with your agency's home system if you are outside the coverage of your home system.

4.4.8 Mobile Gateway Test Procedures

To ensure that equipment components of the gateway operate properly, each agency will participate in the following testing procedure:

- Representatives from each agency should meet on a regular basis to test the gateway.

- Testing should include deployment, setup, operation, and deactivation of the gateway. Agency representatives should arrive at the test location to test their ability to communicate with other agencies utilizing the gateway.
- If an issue or problem is identified during the testing procedure, personnel shall determine who will take corrective action. If the issue or problem can not be identified, personnel shall contact the appropriate technical personnel to address the issue or problem.

4.5 Shared Systems

This section provides guidance on how to request and use shared systems that fall under the jurisdiction of the Sioux Falls/Minnehaha/Lincoln Urban Area during emergency responses in the Urban Area. Detailed information on all shared systems available for use within the region is listed in Appendix F.

4.5.1 Shared System Rules of Use

- 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.
- Proper radio etiquette is expected on any communications system.
- Agency protocols will dictate operation locally.

4.5.1.1 Local Operation

- Normal operations will be conducted on assigned agency talkgroups.
- Interagency traffic will be conducted on the State Interagency Talk group 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.

4.5.1.2 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. 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.
- Monitoring of talkgroups outside of home area for non-service related business is prohibited.

4.5.1.3 Emergencies

An emergency is defined as a non-scheduled significant incident that requires the coordinated response and interoperability of multiple agencies or jurisdictions. To include incidents that move between jurisdictions.

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

4.5.1.4 Planned/Scheduled Events

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

- Special Operations talkgroup(s) will be assigned as available 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.
- Dispatch will be notified by requesting agency or Incident Commander and/or Unified Command when the requested talkgroup will no longer be needed.

4.5.1.5 Heavy Radio Traffic Conditions

- If a dispatch center or an Incident Commander and/or Unified Command feels that excessive non-essential radio traffic is impacting dispatch operations or incident operations, the Incident Commander and/or Unified Command or dispatch 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."
 - An alternate agency talkgroup can be assigned by dispatch center for non-incident related communications.
- When the condition is over, the dispatch center or an Incident Commander and/or Unified Command will broadcast a message announcing resumption of normal radio traffic conditions.

4.5.1.6 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.

4.5.2 Shared System Procedures

Use the following procedures when requesting, using, or discontinuing the use of shared communication systems:

1. If an individual responder needs to talk to an agency with which they do not otherwise have communications, the responder notifies dispatch that they need to operate on a shared channel/talkgroup. Dispatch or the responder can determine the appropriate channel/talkgroup.
2. When a responder is dispatched to an incident, each agency dispatcher is responsible for notifying responders what interoperability channel(s)/talkgroup(s) is (are) being used for the incident.
3. The Incident Commander and/or Unified Command determines when the interoperability channels/talkgroups is (are) no longer required and notifies the appropriate dispatch center.
4. The order in which user priority is assigned is as follows:
 - 1 - Emergency—Highest priority, when emergency button, if so equipped, is activated.
 - 2 - State Radio Dispatch, local 911 answering points, and other public safety communications/dispatch centers
 - 3 - Law enforcement/Parole Agents/Inmate transport
 - 4 - Fire/rescue, emergency management
 - 5 - EMS/Health

- 6 - Support agencies/Public Works/NWS/DOT
- 7 - Other Public Service Agencies
- 8 - Transit and other Transportation

5. 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>”.
 - e.g., “Metro-HP20 on SF Interagency”.
- Receiver acknowledges by stating “Go ahead, <Calling agency/unit>”.
- When utilizing private agency talkgroups, call sign protocol is at agency discretion.
- All radio traffic must be conducted in a professional manner.
- Plain language will be used on the system.

4.5.3 Problem ID and Resolution

If you are having a problem functioning on one of the shared communication systems, contact your agency’s radio technician. The following guidelines shall govern shared system problem identification and resolution between agencies:

- Agencies using interoperable equipment may report any problems with the specific equipment to the Communications Unit Leader.
- The Communications Unit Leader is responsible for ensuring effective resolution to problems that exist with interoperability resources.
- During deployment, report problems with individual radios to the Communications Unit Leader.
- Develop and update MOUs, Mutual Aid Agreements, and procedures as needed.

5 Plans for Tactical Communications during an Incident

5.1 Incident Event Planning

This plan assumes an all-hazards incident of a magnitude that could include up to 100 fatalities and 450 hospitalizations. An example scenario is in Appendix I. The Plan that has been laid out in this section addresses the need for interoperable communication on scene in the first 12 hours of the incident response.

Although no amount of planning can address every possible outcome during an incident, a plan for interoperable communications is expected to have the following benefits:

- The development of a plan builds an understanding of what resources could be applied to a general type of incident and what limitations exist. The knowledge can be applied during events as well as in the development of requirements for future interoperability systems that may be implemented by the region
- By establishing the planned use for interoperable communications resources, agencies can train, equip or take other measures to ensure personnel have access to the communication resources needed by their discipline.

5.2 Participating Functional Disciplines

In response to an all-hazards incident, the local and regional functional disciplines involved in the initial incident-scene response are expected to include:

Minnehaha County Sheriff	Sioux Falls PD
Sioux Falls Bomb Squad	Sioux Falls SWAT
Sioux Fall Fire	Rural/Metro Ambulance
Minnehaha County EM	Minnehaha County SWAT
Lincoln County Sheriff	Lincoln County EM
Rural Fire	Rural EMS
Sioux Falls HAZMAT	Utilities
Transportation	Hospitals/Medical Examiner

In addition to the local agencies above, State and Federal agencies may also be involved in the initial incident-scene response. The following State and Federal agencies may participate in training, exercising and related activities.

South Dakota Highway Patrol
 South Dakota Division of Criminal Investigations (DCI)
 South Dakota State Office of Emergency Management
 National Guard Civil Support Team
 Federal Bureau of Investigation (FBI)
 Bureau of Alcohol, Tobacco & Firearms (ATF)
 South Dakota State Radio Communications

Transportation Security Administration (TSA)

5.3 Incident Command System Structure

Figure 1 shows a hypothetical Incident Command System structure that would be generally appropriate for the level of incident addressed by this plan.

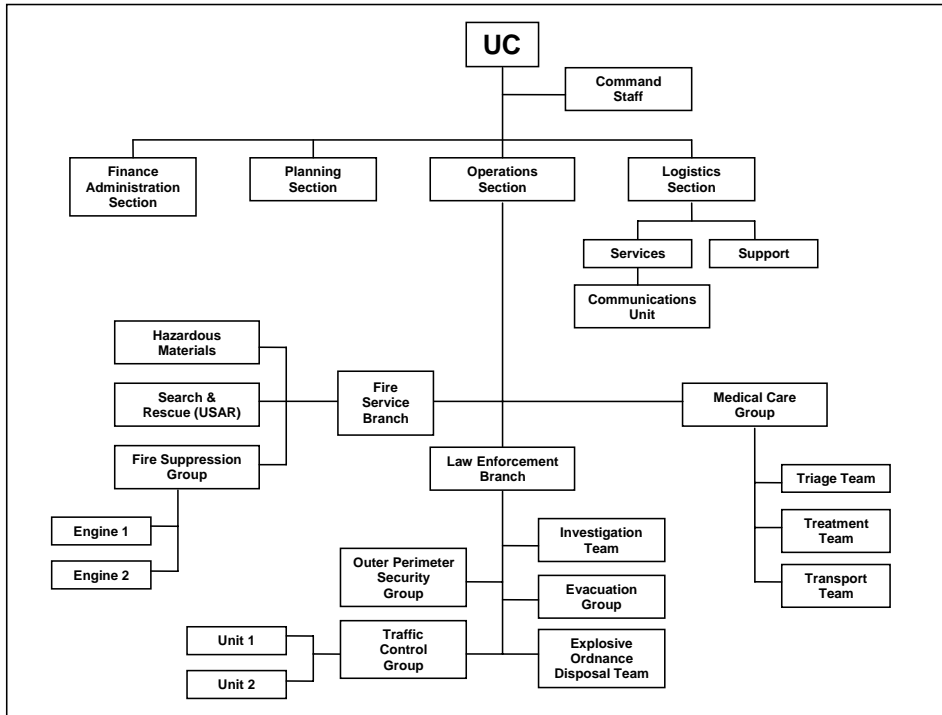


Figure 1. Hypothetical Event ICS Structure

Appendix J includes sample ICS forms (ICS 201, ICS 202, etc.) for functional assignment of resources such as:

- Incident Command Staff
- Operations Section
- Planning Section
- Logistics Section
- Finance Section

5.4 Prioritizing Interoperable Communications

Because interoperable communications resources will be limited, a priority order must be established.

5.4.1 Priority Users

The Incident Commander and/or Unified Command will have the authority to apply resources as the Incident Action Plan requires. The following list should be considered as a possible priority order of uses for interoperable communications:

1. Emergency Communications
2. Metro Communications State Radio Communications
3. Unified Command
4. Command Staff and General Staff
5. Law Enforcement
6. Fire and Rescue
7. EMS Transport
8. Hospital Coordination

5.4.2 Priority Assignment of Mutual Aid Channels

If all applicable agencies share communications on a common frequency to support the incident, the following frequency assignments should be used unless otherwise directed by the Incident Commander and/or Unified Command.

Table 5-1. Example Incident Talkgroup Assignments

Priority User	Talkgroup
Emergency Communications	State Special Ops 1
Metro Communications State Radio system	State Special Ops 2
Unified Command	State Special Ops 3
Command Staff and General Staff	State Special Ops 4
Law Enforcement	State Special Ops 5
Fire and Rescue	State Special Ops 6
EMS Transport	State Special Ops 7
Hospital Coordination	State Special Ops 8

5.5 Event Interoperable Communications Requirements

5.5.1 Highest Level of Operational Command

At the highest level of operational command, the Operations Section in this event will need interoperable communications among section members that include Urban Search and Rescue, Fire Suppression, Law Enforcement and Medical Care. The Urban Area has identified this as the most critical need for interoperability because of the diversity of agencies involved.

If the Incident Commander and/or Unified Command has not already ordered deployment of a radio cache and activation of any applicable fixed or gateways, one of the first actions by the Operations Section Chief during an all-hazards incident must be to ensure this resource is requested through the Logistics Section Chief.

For the Operations Section Chief and applicable Group Supervisors, Branch Directors and Unit Leaders at the highest level of operational control, Interoperable Communications will be attempted in the following order:

1. If responders at the highest level of operational control are users of a shared system, the shared system will be used to establish interoperable communications.
2. If responders at the highest level of operational control do not have a common shared system, but operate on the VHF or UHF frequency bands, use of a mutual aid channel should be attempted to establish interoperable communications. The preferred mutual aid channel is listed in Section 5.4.2, Table 5-1.
3. If shared systems or common mutual aid channels above are not available to establish interoperable communications, a request should be made to make use of any gateway devices that can interconnect the disparate radio systems of the agencies involved at the highest level of operational command. Dispatch and the Logistics Section will identify any available resources.
4. If no other method above is available, the Operations Section will wait for the arrival of the radio cache. When the radio cache arrives, the Communications Unit Leader shall distribute radios and use the channel assigned for the highest level of operational control in Section 5.4.2, Table 5-1.

5.5.2 Command Staff and General Staff Communications

In an all-hazards incident, unless it is known that all responding agencies will be operating on the same shared communication system, the Incident Commander and/or Unified Command should immediately order deployment of a radio cache and activation of any applicable fixed or gateways through dispatch.

Interoperable Communications will be attempted in the following order:

1. Co-location of all Command and General Staff at the incident command post provides the best direct communications and reduces demand on interoperability resources.
2. If the Command Staff and General Staff are users of a shared system, the shared system will be used to establish interoperable communications.
3. If the Command Staff and General Staff do not have a common shared system, use of a mutual aid channel should be attempted to establish interoperable communications. The preferred mutual aid channel is listed in Section 5.4.2, Table 5-1.
4. If none of the methods above are available, a request should be made to make use of any gateway devices that can interconnect the disparate radio systems of the Command Staff and General Staff. Dispatch and the Logistics Section will

identify any available resources. However, the highest level of operational command should be given first priority for available interoperable communications resources.

5. If no other method above is available, the Incident Commander and/or Unified Command will wait for the arrival of the radio cache. When the radio cache arrives, the channel assigned in Section 5.4.2, Table 5-1 will be used for the Command Staff and General Staff.
6. If no other method of interoperability can be established, the Command Staff and General Staff will relay communications through staff members.

5.5.3 Medical Care Group

The Medical Care Group may need interoperable communications resources for directing triage, treatment, and transport efforts. Interoperable communications will be attempted in the following order:

1. If the Medical Care Group agencies are users of a shared system, the shared system will be used to establish interoperable communications.
2. If the Medical Care Group agencies do not have a common shared system, use of a mutual aid channel should be attempted to establish interoperable communications. The preferred mutual aid channel is listed in Section 5.4.2, Table 5-1.
3. If none of the methods above are available, a request should be made to make use of any gateway devices that can interconnect the disparate radio systems of the Medical Care Group agencies. Dispatch and the Logistics Section will identify any available resources. However, priority for assignment of gateway resources should be followed as indicated in Section 5.4.2, Table 5-1.
4. If cache radios are available for distribution, the channel assigned in Section 5.4.2, Table 5-1 will be used for the Medical Care Group.

5.5.4 Fire Suppression Group

The Fire Suppression Group may need interoperable communications resources for directing fire suppression efforts. Interoperable communications will be attempted in the following order:

1. If the Fire Suppression Group agencies are users of a shared system, the shared system will be used to establish interoperable communications.
2. If the Fire Suppression Group agencies do not have a common shared system, use of a mutual aid channel should be attempted to establish interoperable communications. The preferred mutual aid channel is listed in Section 5.4.2, Table 5-1.
3. If none of the methods above are available, a request should be made to make use of any gateway devices that can interconnect the disparate radio systems of the Fire Suppression Group agencies. Dispatch and the Logistics Section will identify

any available resources. However, priority for assignment of gateway resources should be followed as indicated in Section 5.4.2, Table 5-1.

4. If cache radios are available for distribution, the channel assigned in Section 5.4.2, Table 5-1 will be used for the Fire Suppression Group.

5.5.5 Law Enforcement Branch

The Law Enforcement Branch may need interoperable communications resources for directing outer perimeter security, evacuation, explosive ordinance disposal, investigations, and traffic control efforts. Interoperable communications will be attempted in the following order:

1. If the Law Enforcement Branch agencies are users of a shared system, the shared system will be used to establish interoperable communications.
2. If the Law Enforcement Branch agencies do not have a common shared system, use of a mutual aid channel should be attempted to establish interoperable communications. The preferred mutual aid channel is listed in Section 5.4.2, Table 5-1.
3. If none of the methods above are available, a request should be made to make use of any gateway devices that can interconnect the disparate radio systems of the Law Enforcement Branch agencies. Dispatch and the Logistics Section will identify any available resources. However, priority for assignment of gateway resources should be followed as indicated in Section 5.4.2, Table 5-1.
4. If cache radios are available for distribution, the channel assigned in Section 5.4.2, Table 5-1 will be used for the Law Enforcement Branch.

5.5.6 Hospital Coordination

EMS transport vehicles will use the assigned EMS talkgroups to communicate with hospitals and arrange for patient care.

5.6 Communications Unit Leader Responsibility

The Communications Unit Leader has the responsibility to make recommendations concerning communication structure and organization to the Incident Commander and/or Unified Command. Once approved by the Incident Commander and/or Unified Command, these actions include implementing interoperable solutions, frequencies, equipment, and systems during an actual event. The Communications Unit Leader must be part of the planning process and determine the communications resources required to support the objectives and tactics of the Incident Action Plan, as it develops.

Appendix J includes sample ICS forms (ICS 201, ICS 202, etc.) for functional assignments of resources such as:

- Incident Command Staff
- Operations Section

- Planning Section
- Logistics Section
- Finance Section

6 NIMS Communications Unit Leader Training

The Regional ICC will establish a certification program for Communications Unit Leaders. National Incident Management System (NIMS) certified training is unavailable at this time. Training for the Interim Communications Unit Leaders will be coordinated by the Regional ICC. At least one Communications Unit Leader will be on call 24 hours a day, 7 days a week.

6.1 Training Requirements and Certification

Training and certification of Communication Leaders is pending definition of certification requirements from the NIMS Integration Center. The Regional ICC will coordinate the Communication Unit Leader training and certification program when training requirements become available.

6.2 Communication Unit Leaders

The names and contact information of certified Communication Unit Leaders as defined by the NIMS model are listed in Appendix G.

6.3 Communications Unit Leader Training Review

At least once a year, the Regional ICC will meet to:

- Establish and review training requirements for Communications Unit Leaders
- Establish the annual training calendar
- Determine criteria for personnel to be trained.

Table 6-1. Training Objectives

Training	Objective
Communications Unit Leader	To familiarize Communications Unit Leaders with their role within the NIMS model & the regional TIC Plan
Policies/Procedures for Interoperability Equipment	To familiarize Communications Unit Leaders with Regional Interoperability Standard Operating Procedures
Shared Channels	To familiarize Communications Unit Leaders with technical specifics on the region's shared channel systems
Fixed Site and Mobile Gateways	To familiarize Communications Unit Leaders with technical specifics on the region's fixed site and gateways
Shared Systems	To familiarize Communications Unit Leaders with technical specifics on the region's shared systems

Training	Objective
Incident Commanders	To familiarize Incident Commanders with Communications Unit Leader role and responsibilities

Appendix A Contact Information

A.1 Urban Area Governance Point of Contact Information

Name:	Lynn DeYoung
Title/Role:	Director of Emergency Management
Organization:	Minnehaha County Emergency Management
Address:	608 Sigler Ave Sioux Falls, SD 57104
Email:	ldeyoung@minnehahacounty.org
Phone Number:	(605) 367-4290

Name:	David Atherton
Title/Role:	Director Metro Communications
Organization:	Minnehaha County Emergency Management
Address:	500 North Minnesota Avenue Sioux Falls, SD 57104
Email:	datherton@minnehahacounty.org
Phone Number:	(605) 367-7218

A.2 Interoperable Communications System Users (populate)

County	Agency	Contact	Phone
Minnehaha	Minnehaha County Sheriff	Mike Milstead	605-367-7136
Minnehaha	Minnehaha County EM	Lynn DeYoung	605-367-4290
Minnehaha	Sioux Falls Police Department	Doug Barthel	605-367-7261
Minnehaha	Garretson Police Department/ Minnehaha County Sheriff	Jeff Husman/ Mike Milstead	605-594-6721 605-367-7136
Minnehaha	Brandon Police Department	Phil Youngdale	605-582-6125
Minnehaha	Rural/Metro Ambulance	Tim Rave	605-336-6711
Minnehaha	Dell Rapids Ambulance	Barb Angerhofer	605-428-6100
Minnehaha	Humboldt Fire & Ambulance	Charles Jarding	605-363-3100
Minnehaha	Sioux Falls Fire Rescue	Donn Hill	605-367-7173
Minnehaha	Split Rock Fire Department	Marvin Manifold	605-338-1263
Minnehaha	Valley Springs Fire Department	Donald Johnson	605-757-6553
Minnehaha	Brandon Fire Department	Larry Johnson	605-582-3232
Minnehaha	Garretson Fire Department	Mark Caauwe	605-594-3422
Minnehaha	Dell Rapids Fire Department	Tom Mergen	605-428-5264
Minnehaha	Baltic Fire Department	Mike Koopman	605-529-9505
Minnehaha	Sherman Fire Department	Neil Winterton	605-594-2163
Minnehaha	Renner Fire Department	Mike Schmitz	605-332-4090
Minnehaha	Crooks Fire Department	Mike Harstad	605-543-5805
Minnehaha	Lyons Fire Department	Harold Boer	605-543-5596
Minnehaha	Colton Fire Department	LeRoy Koopman	605-446-3215
Minnehaha	Hartford Fire Department	Matt Brandt	605-528-3511
Minnehaha	Sioux Falls Animal Control	Wayne Fischbach	605-367-8764
Minnehaha	Air Guard Fire Department	Tom Krier	605-988-5789
Minnehaha	Highway Public Works	Bob Meister	605-367-4316
Minnehaha	Sioux Falls Landfill	Jason Chan	605-526-4475
Minnehaha	Sioux Falls Light	Mike Burkard	605-367-7006
Minnehaha	Sioux Falls Street	Gary Meyer	605-367-7011
Minnehaha	Sioux Falls Water	Randy Janssen	605-367-7040
Minnehaha	Sioux Falls Water Reclamation	Trent Lubbers	605-367-8188
Lincoln	Lincoln County Sheriff	Dennis Johnson	605-764-5651
Lincoln	Lincoln County EM	Harold Timmerman	605-764-5746

County	Agency	Contact	Phone
Lincoln	Canton Police Department	Al Warnock	605-987-5612
Lincoln	Lennox Police Department	Randy Arndt	605-647-5299
Lincoln	Tea Police Department	Dick Dubro	605-498-5191
Lincoln	Worthing Police Department	Roger	605-372-2222
Lincoln	Rural/Metro Ambulance	Tim Rave	605-336-6711
Lincoln	Lennox Ambulance	Kent Herrboldt	605-647-5170
Lincoln	Canton Ambulance	Russ Heggen	605-764-2664
Lincoln	Hudson Fire and Ambulance	Jeff Cole /Jeff Haverhals	605-764-2664
Lincoln	Fairview Fire Department	Bernie Lang	605-764-2664
Lincoln	Canton Fire Department	Brian Severson	605-764-5126
Lincoln	Worthing Fire Department	George Wallenstein	605-372-4100
Lincoln	Lennox Fire Department	Wayne Fischer	605-764-2664
Lincoln	Tea Fire Department	Steve Oberle	605-764-2664
Lincoln	Harrisburg Fire Department	Bill Fink	605-764-2664
Lincoln	Highway Public Works	Allen Bonnema	605-764-5841

A.3 Regional ICC Participating Agencies

Agency	Contact	Phone
Metro Communications	David Atherton	605-367-7218
Minnehaha County Sheriff's Office	Mike Milstead	605-367-7136
South Dakota Office of Emergency Management	Kristi Turman	605-773-3231
South Dakota Bureau of Information & Telecommunications	Todd Dravland	605-773-4635
Sioux Falls Police Department	Doug Barthel	605-367-7261
Sioux Falls Emergency Management	Regan Smith	605-367-8553
Lincoln County Emergency Management	Harold Timmerman	605-764-5746
Minnehaha County Emergency Management	Lynn DeYoung	605-367-4290
South Dakota Homeland Security	John Berheim	605-773-3450
South Dakota Highway Patrol	Dan Mosteller	605-773-3105
South Dakota State Radio	Jeff Pierce	605-773-3536
Sioux Falls Fire Rescue	Donn Hill	605-367-7173
Rural/Metro Ambulance	Tim Rave	605-336-6711
Lincoln County Communications	Todd Baldwin	605-764-2664

Appendix B Swap Radios

The table below lists the appendix section, jurisdiction, agency, number of radios, and radio type and description for each radio cache.

Table B-1. Index of Swap Radios (Radio Caches) in the Urban Area

Appendix	Name	Jurisdiction	Agency	Units	Description
B.1	State and Highway Patrol Radio Cache (VHF)	Statewide	Bureau of Information and Telecommunications	100	XTS3000, EFJ-5100
B.2	State and Highway Patrol Radio Cache (UHF)	Statewide	Bureau of Information and Telecommunications	100	Maxon SP340

B.1 State and Highway Patrol Radio Cache (VHF)

B.1.1 Equipment Location

This radio cache is stored at 1302 East Highway 14 Suite 8, Pierre, SD 57501

B.1.2 Responsible Agency

Agency: Bureau of Information & Telecommunications
 Street Address: 1302 East Highway 14 Suite 8, Pierre, SD 57501
 Phone Number: (605) 773-4635
 Name: Todd Dravland
 Email: todd.dravland@state.sd.us

B.1.3 Service Area

This radio cache is available for deployment throughout the State of South Dakota

B.1.4 Cache Description

This VHF radio cache consists of 100 Motorola XTS-3000 and EFJohnson EFJ-5100. The radios are weather-sealed and programmed with Mutual Aid Talkgroups. It has 200 spare batteries available.

B.1.5 Radio Cache Programming

The VHF digital cache radios are programmed with all of the talkgroups listed in Appendix D, Table D-1.

B.2 State and Highway Patrol Radio Cache (UHF)

B.2.1 Equipment Location

This radio cache is stored at 1302 East Highway 14 Suite 8, Pierre, SD 57501

B.2.2 Responsible Agency

Agency: Bureau of Information & Telecommunications
 Street Address: 1302 East Highway 14 Suite 8, Pierre, SD 57501
 Phone Number: (605) 773-4635
 Name: Todd Dravland
 Email: todd.dravland@state.sd.us

B.2.3 Service Area

This radio cache is available for deployment throughout the State of South Dakota

B.2.4 Cache Description

This UHF radio cache consists of 100 Maxon SP340's. The radios are weather-sealed and programmed with Mutual Aid Talkgroups. It has 50 spare batteries available.

B.2.5 Radio Cache Programming

The channels shown in the table below are programmed into all radios in this radio cache.

Table B-2. State and Highway Patrol Radio Cache (UHF) Programmed Channels

Channel Number	Frequency (Tx/Rx) or System Talk Group	Name or Designation	Description
1	458.300 - 453.300	700 Ch 1	UHF frequency to be used with mobile tower and repeater
2	453.300 - 453.300	Ch 1 Simplex	Car to car
3	453.375 - 453.375	HP Extender	Extender channel for HP mobile radio
4	458.450 - 453.450	700 Ch 4	UHF frequency to be used with mobile tower and repeater
5	453.450 - 453.450	Ch 4 Simplex	Car to Car
6	453.425 - 453.425	GFP Extender	Extender channel for GFP mobile radio
7	453.450 - 453.450	Ch 7 Simplex	Car to Car
8	460.200 - 460.200	Ch 8 Simplex	Car to Car
9	460.075 - 460.075	Ch9 Simplex	Car to Car
10	460.175 - 460.175	Ch 10 Simplex	Car to Car
11	460.325 - 460.325	Ch 11 Simplex	Car to Car
12	460.475 - 460.475	Ch 12 Simplex	Car to Car

Appendix C Shared Channels: Mutual Aid Channels (Simplex)

The general purpose of a simplex (non-repeated) channel is to provide communications over a shorter distance direct handheld to handheld, mobile-to-mobile, or handheld-mobile communications. Generally the transmit distance is less than 2 miles, but maybe longer or shorter depending on terrain and other conditions.

The radio signal generally does not go through any repeater or network system. The transmit and receive frequencies are the same. The channel generally is not monitored by any central dispatch system.

These channels are generally used as on scene operations to provide direct communications between the Incident Commander and/or Unified Command and various operating branches.

Detailed information on all shared channels (simplex) available for use within the region is listed in sections C.1 through C.5 of this appendix.

Table C-1. Index of Emergency and Mutual-Aid Frequencies

App	Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
C.1	Nationwide Interoperability	National Law Enforcement Channel	FCC designated mutual aid channel	155.475 / 155.475	CS / CS
C.2	Statewide Interoperability	State Mutual Aid 1	FCC designated mutual aid channel	154.265 / 154.265	CS /
C.3	Statewide Interoperability	State Mutual Aid 2	FCC designated mutual aid channel	154.295 / 154.295	CS /
C.4	Nationwide Interoperability	National Mutual Aid	FCC designated mutual aid channel	154.28 / 154.28	CS /
C.5	Statewide Interoperability	EMS 1	Selectively used throughout the state	155.325 / 155.325	103.5 / CS
C.5	Statewide Interoperability	EMS 2	Selectively used throughout the state	155.385 / 155.385	103.5 / CS
C.5	Statewide Interoperability	EMS 3	Selectively used throughout the state	155.340 / 155.340	210.7 / CS
C.5	Statewide Interoperability	EMS 5	Selectively used throughout the state	155.325 / 155.325	118.8 / CS
C.5	Statewide Interoperability	EMS 6	Selectively used throughout the state	155.385 / 155.385	118.8 / CS
C.5	Statewide Interoperability	EMS 7	Selectively used throughout the state	155.325 / 155.325	156.7 / CS
C.5	Statewide Interoperability	EMS 8	Selectively used throughout the state	155.385 / 155.385	156.7 / CS

C.1 National Law Enforcement Channel

C.1.1 Frequencies

Table C-2. National Law Channel Frequencies

Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
Nationwide Interoperability	National Law Enforcement Channel	FCC designated mutual aid channel	155.475 / 155.475	CS / CS

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C.1.2 Primary Use

Analog frequency generally known as National Law. This channel is generally used as an on scene operations channel. National Law may be used anywhere in the United States by Law Enforcement officers and dispatch. This channel may be used to communicate with enforcement officers in adjoining states if those officers have this channel selected or if they scan it.

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C.2 State Mutual Aid Channel 1

C.2.1 Frequencies

Table C-3. Fire Emergency Frequencies

Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
Statewide Interoperability	State Mutual Aid 1	FCC designated mutual aid channel	154.265 / 154.265	CS / CS

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C.2.2 Primary Use

Analog frequencies generally known as SD Mutual Aid 1 and SD Mutual Aid 2 channels. SD Mutual Aid 1 & 2 should not be used outside SD as they are only licensed for use within the state of South Dakota.

C.3 State Mutual Aid Channel 2

C.3.1 Frequencies

Table C-3. Fire Emergency Frequencies

Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
Statewide Interoperability	State Mutual Aid 2	FCC designated mutual aid channel	154.295 / 154.295	CS / CS

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C.3.2 Primary Use

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Analog frequencies generally known as SD Mutual Aid 1 and SD Mutual Aid 2 channels. SD Mutual Aid 1 & 2 should not be used outside SD as they are only licensed for use within the state of South Dakota.

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C.4 National Mutual Aid

C.4.1 Frequencies

Table C-4 Fire Emergency Frequencies

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Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
Nationwide Interoperability	National Mutual Aid	FCC designated mutual aid channel	154.28 / 154.28	CS / CS

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C.4.2 Primary Use

The FCC has set aside this frequency as the National Fire Mutual Aid frequency. This frequency is used for Fire Department operations, search and rescue, evacuation, and to facilitate alerting and warning the general public. This is a tactical frequency that can be used in large mutual aid incidents as well as small single agency incidents.

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C.5 EMS Medical Coordination

C.5.1 Frequencies

Table C-5 EMS Medical Coordination Frequencies

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Primary Use	Name	Description	Mobile Frequency (Tx / Rx)	Mobile CTCSS (Tx / Rx)
Statewide Interoperability	EMS 1	Selectively used throughout the state	155.325 / 155.325	CS / 103.5
Statewide Interoperability	EMS 2	Selectively used throughout the state	155.385 / 155.385	CS / 103.5
Statewide Interoperability	EMS 3	Selectively used throughout the state	155.340 / 155.340	CS / 210.7
Statewide Interoperability	EMS 5	Selectively used throughout the state	155.325 / 155.325	CS / 118.8
Statewide Interoperability	EMS 6	Selectively used throughout the state	155.385 / 155.385	CS / 118.8
Statewide Interoperability	EMS 7	Selectively used throughout the state	155.325 / 155.325	CS / 156.7
Statewide Interoperability	EMS 8	Selectively used throughout the state	155.385 / 155.385	CS / 156.7

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C.5.2 Primary Use

These channels are used for Statewide Medical Coordination (SMC) for permitted vehicles during times the vehicles are used outside their normal operating area, and other medical channels are not available. These channels are intended to provide a means for

every licensed EMS transport, regardless of other frequencies radio systems employ within their primary region, to communicate with a hospital in an adjacent city or county.

Appendix D Shared Channels/Talkgroups

Frequencies or Talkgroups established for interoperability. These talkgroups are all part of the South Dakota statewide digital communication system.

Table **D-1**. Shared Channels and Talkgroups

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ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
800270	System/Talk Group	SP OPS 1	SPECIAL OPERATIONS 1	Request talkgroup for emergencies and special events.
800271	System/Talk Group	SP OPS 2	SPECIAL OPERATIONS 2	Request talkgroup for emergencies and special events.
800272	System/Talk Group	SP OPS 3	SPECIAL OPERATIONS 3	Request talkgroup for emergencies and special events.
800273	System/Talk Group	SP OPS 4	SPECIAL OPERATIONS 4	Request talkgroup for emergencies and special events.
800274	System/Talk Group	SP OPS 5	SPECIAL OPERATIONS 5	Request talkgroup for emergencies and special events.
800275	System/Talk Group	SP OPS 6	SPECIAL OPERATIONS 6	Request talkgroup for emergencies and special events.
800276	System/Talk Group	SP OPS 7	SPECIAL OPERATIONS 7	Request talkgroup for emergencies and special events.
800277	System/Talk Group	SP OPS 8	SPECIAL OPERATIONS 8	Request talkgroup for emergencies and special events.
800278	System/Talk Group	SP OPS 9	SPECIAL OPERATIONS 9	Request talkgroup for emergencies and special events.
800279	System/Talk Group	SP OPS 10	SPECIAL OPERATIONS 10	Request talkgroup for emergencies and special events.

ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
800280	System/Talk Group	NWS W	NATIONAL WEATHER SERVICE WEST	Direct communications with the National Weather Service in western South Dakota.
800281	System/Talk Group	NWS C/NE	NATIONAL WEATHER SERVICE C/NE	Direct communications with the National Weather Service in central and northeastern South Dakota
800282	System/Talk Group	NWS SE	NATIONAL WEATHER SERVICE SOUTHEAST	Direct communications with the National Weather Service in southeastern South Dakota
800283	System/Talk Group	STFIRE-1	STATE FIRE 1	Request talkgroup for fire and emergency events in South Dakota.
800284	System/Talk Group	STFIRE-2	STATE FIRE 2	Request talkgroup for fire and emergency events in South Dakota.
800285	System/Talk Group	STFIRE-3	STATE FIRE 3	Request talkgroup for fire and emergency events in South Dakota.
800051	System/Talk Group	SF INT	SIOUX FALLS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800053	System/Talk Group	TKR INT	TURKEY RIDGE INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800055	System/Talk Group	VERM INT	VERMILLION INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800057	System/Talk Group	TRIPP INT	TRIPP INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800059	System/Talk Group	MIT INT	MITCHELL INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800061	System/Talk Group	BRK INT	BROOKINGS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800061	System/Talk Group	BRK INT	BROOKINGS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800063	System/Talk Group	WTN INT	WATERTOWN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800065	System/Talk Group	WEB INT	WEBSTER INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800067	System/Talk Group	ISAB INT	ISABEL	Interagency communications and initial communications talkgroup for emergencies.

ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
			INTERAGENCY	
800069	System/Talk Group	ABR INT	ABERDEEN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800071	System/Talk Group	RED INT	REDFIELD INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800073	System/Talk Group	HUR INT	HURON INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800075	System/Talk Group	MIL INT	MILLER INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800077	System/Talk Group	CHAM INT	CHAMBERLAIN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800079	System/Talk Group	ABR INT	ABERDEEN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800081	System/Talk Group	WIN INT	WINNER INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800083	System/Talk Group	MOB INT	MOBRIDGE INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800085	System/Talk Group	PHIL INT	PHILLIP INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800087	System/Talk Group	MAR INT	MARTIN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800089	System/Talk Group	BIS INT	BISON INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800091	System/Talk Group	RC INT	RAPID CITY INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800093	System/Talk Group	SH INT	SOUTHERN HILLS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800095	System/Talk Group	NH INT	NORTHERN HILLS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.

ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
800097	System/Talk Group	FATH INT	FAITH INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.

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Appendix E Gateways

The table below lists the jurisdictions, agencies, gateway description, and an identification of whether the gateway is located at a fixed site or is mobile. The appendix section corresponding to each gateway is also listed.

Table E-1. Index of Gateway Devices in the Sioux Falls/Minnehaha/Lincoln Urban Area

App	Name	Jurisdiction	Agency	Type	Fixed/Mobile
E.1	State Radio Interconnect	Statewide	Bureau of Information & Telecommunications	ACU-1000	Mobile
E.2	State Patrol/GFP Extenders	Statewide	State Patrol/GFP	Pyramid Extenders	Mobile
E.3	State Patrol/GFP SE Extenders	Statewide	State Patrol/GFP SE	Pyramid Extenders	Mobile
E.4	Minnehaha/Lincoln Extenders	Regional	Sioux Falls Fire, Rural/Metro Ambulance, Lincoln Co. Sheriff, Lincoln Co. EM1	Pyramid Extenders	Mobile
E.5	Lincoln County Dispatch	Countywide	Lincoln Co. Dispatch	Console Patch	Fixed
E.6	Metro Communications	Countywide	Minnehaha County Metro Communications	Console Patch	Fixed

Table E-2. List of Statewide licensed UHF frequencies that can be used for the extenders.

UHF Extender Frequencies (MHz)		
463.0250	460.2750	465.3500
458.3625	460.2875	468.0250
463.0750	460.3500	468.0750
458.3375	463.0125	468.1250
460.0125	463.1750	460.2625
460.1125	465.2250	468.1750
460.1750	465.2650	

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E.1 State Radio Interconnect

E.1.1 Gateway Information

<u>Gateway Name:</u>	<u>State Radio Interconnect</u>
<u>Gateway Location (if mobile, enter storage location):</u>	<u>Mobile--Stored in Rapid City, SD</u>
<u>Responsible Agency:</u>	<u>Bureau of Information & Telecommunications</u>
<u>Gateway Point of Contact:</u>	<u>Todd Dravland</u>
<u>Point of Contact Title:</u>	<u>System Manager</u>
<u>Point of Contact Email:</u>	<u>todd.dravland@state.sd.us</u>
<u>Point of Contact Phone:</u>	<u>(605) 773-4635</u>
<u>If mobile, Service Area (Available Area for Deployment):</u>	<u>Statewide</u>
<u>Make of Gateway:</u>	<u>Raytheon/JPS</u>
<u>Model of Gateway:</u>	<u>ACU-1000</u>
<u>Type (e.g. Fixed Site, Mobile, Console Patch):</u>	<u>Mobile</u>
<u>Number of Networks:</u>	<u>Currently interfaced to digital trunked & federal forestry systems, can be integrated with all systems in state</u>
<u>Number of Active Ports or Radios:</u>	<u>Currently 2 configured</u>
<u>Other Notes:</u>	<u>Contains VHF (digital and analog), UHF, and 800 MHz radios that can be configured as necessary</u>

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E.1.2 Participating Agencies

Agencies and channels supported on the particular gateway system are listed below.

<u>Gateway:</u>		<u>State Radio Interconnect</u>		
<u>Item</u>	<u>Frequency (Tx/Rx) or System/Talk Group</u>	<u>Name or Designation</u>	<u>Agency or Agencies using this Frequency or Talk Group</u>	
<u>1</u>	<u>Radio configured for all common state TG's</u>	<u>Trunked</u>	<u>All first responders in state</u>	Formatted: Bullets and Numbering
<u>2</u>	<u>Radio configured with all fed forestry channels in South Dakota</u>	<u>Fed Forestry</u>	<u>All federal forestry</u>	Formatted: Bullets and Numbering

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E.2 State Patrol / GFP Extenders

E.2.1 Gateway Information

<u>Gateway Name:</u>	State Patrol / GFP Extenders
<u>Gateway Location (if mobile, enter storage location):</u>	Mobile (in cars)
<u>Responsible Agency:</u>	State Patrol
<u>Gateway Point of Contact:</u>	James Carpenter
<u>Point of Contact Title:</u>	Major
<u>Point of Contact Email:</u>	James.carpenter@state.sd.us
<u>Point of Contact Phone:</u>	(605) 773-3105
<u>If mobile, Service Area (Available Area for Deployment):</u>	Statewide
<u>Make of Gateway:</u>	Pyramid
<u>Model of Gateway:</u>	SVR-200
<u>Type (e.g. Fixed Site, Mobile, Console Patch):</u>	Mobile
<u>Number of Networks:</u>	UHF to Digital VHF Patch (any talkgroup)
<u>Number of Active Ports or Radios:</u>	2
<u>Other Notes:</u>	See Table E-2 (above) for a list of UHF frequencies that can be used to access the extenders.

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E.2.2 Participating Agencies

Agencies and channels supported on the particular gateway system are listed below.

<u>Gateway:</u> State Patrol / GFP Extenders				
<u>Item</u>	<u>Frequency (Tx/Rx) or System/Talk Group</u>	<u>Name or Designation</u>	<u>Agency or Agencies using this Frequency or Talk Group</u>	
1	Any Digital VHF Talkgroup		State Patrol	
2	Any Digital VHF Talkgroup		GFP	

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E.3 State Patrol / GFP Extenders (South East Region)

E.3.1 Gateway Information

<u>Gateway Name:</u>	State Patrol / GFP Extenders (SE Region)
<u>Gateway Location (if mobile, enter storage location):</u>	Mobile (in cars)
<u>Responsible Agency:</u>	State Patrol
<u>Gateway Point of Contact:</u>	James Carpenter
<u>Point of Contact Title:</u>	Major
<u>Point of Contact Email:</u>	James.carpenter@state.sd.us
<u>Point of Contact Phone:</u>	605-773-3105
<u>If mobile, Service Area (Available Area for Deployment):</u>	South East Region
<u>Make of Gateway:</u>	Pyramid
<u>Model of Gateway:</u>	SVR-200
<u>Type (e.g. Fixed Site, Mobile, Console Patch):</u>	Mobile
<u>Number of Networks:</u>	UHF to Digital VHF Patch (any talkgroup)
<u>Number of Active Ports or Radios:</u>	2
<u>Other Notes:</u>	See Table E-2 (above) for a list of UHF frequencies that can be used to access the extenders.

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E.3.2 Participating Agencies

Agencies and channels supported on the particular gateway system are listed below.

<u>Gateway:</u> State Patrol / GFP Extenders (South East Region)			
<u>Item</u>	<u>Frequency (Tx/Rx) or System/Talk Group</u>	<u>Name or Designation</u>	<u>Agency or Agencies using this Frequency or Talk Group</u>
1	Any Digital VHF Talkgroup		State Patrol
2	Any Digital VHF Talkgroup		GFP

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E.4 Minnehaha County / Lincoln County Extenders

E.4.1 Gateway Information

Gateway Name:	Minnehaha County / Lincoln County Extenders
Gateway Location (if mobile, enter storage location):	Mobile (in cars)
Responsible Agency:	Minnehaha and Lincoln County EM
Gateway Point of Contact:	David Atherton
Point of Contact Title:	Director of Communications (Minnehaha County)
Point of Contact Email:	datherton@minnehaha.org
Point of Contact Phone:	(605) 367-7218
If mobile, Service Area (Available Area for Deployment):	Minnehaha and Lincoln Counties
Make of Gateway:	Pyramid
Model of Gateway:	SVR-200
Type (e.g. Fixed Site, Mobile, Console Patch):	Mobile
Number of Networks:	UHF to Digital VHF Patch (any talkgroup)
Number of Active Ports or Radios:	2
Other Notes:	See Table E-2 (above) for a list of UHF frequencies that can be used to access the extenders.

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E.4.2 Participating Agencies

Agencies and channels supported on the particular gateway system are listed below.

Gateway: Minnehaha County / Lincoln County Extenders				
	<u>Item</u>	<u>Frequency (Tx/Rx) or System/Talk Group</u>	<u>Name or Designation</u>	<u>Agency or Agencies using this Frequency or Talk Group</u>
	1	Any Digital VHF Talkgroup		Lincoln County Sheriffs Office
	2	Any Digital VHF Talkgroup		Minnehaha County EMS

E.5 Lincoln County Dispatch

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E.5.1 Gateway Information

Gateway Name:	Lincoln County Communications Center
Gateway Location (if mobile, enter storage location):	123 N Main, Canton, SD
Responsible Agency:	Lincoln County Communications
Gateway Point of Contact:	Todd Baldwin
Point of Contact Title:	Director of Communications
Point of Contact Email:	lccc@iw.net
Point of Contact Phone:	(605) 764-2664
If mobile, Service Area (Available Area for Deployment):	n/a
Make of Gateway:	Motorola
Model of Gateway:	Gold Elite
Type (e.g. Fixed Site, Mobile, Console Patch):	Console Patch
Number of Networks:	3
Number of Active Ports or Radios:	35
Other Notes:	16 agencies within Lincoln County and 19 agencies within Turner County are supported by this dispatch center.

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E.5.2 Participating Agencies

Gateway:			
Item	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Agency or Agencies using this Frequency or Talk Group
1	-	-	Lincoln County Sheriff
2	-	-	Lincoln County EM
3	-	-	Canton Police Dept.
4	-	-	Lennox Police Dept.
5	-	-	Tea Police Dept.
6	-	-	Worthing Police Dept.
7	-	-	Rural/Metro Ambulance
8	-	-	Lennox Ambulance

Item	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Agency or Agencies using this Frequency or Talk Group
9	-	-	Canton Ambulance
10	-	-	Hudson Fire and Ambulance
11	-	-	Fairview Fire Dept.
12	-	-	Canton Fire Dept.
13	-	-	Worthing Fire Dept.
14	-	-	Lennox Fire Dept.
15	-	-	Tea Fire Dept.
16	-	-	Harrisburg Fire Dept.

E.6 Minnehaha County Metro Communications

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E.6.1 Gateway Information

Gateway Name:	Minnehaha County Metro Communications
Gateway Location (if mobile, enter storage location):	500 North Minnesota Ave., Sioux Falls, SD
Responsible Agency:	Metro Communications
Gateway Point of Contact:	David Atherton
Point of Contact Title:	Director of Communications
Point of Contact Email:	datherton@minnehahacounty.org
Point of Contact Phone:	(605) 367-7218
If mobile, Service Area (Available Area for Deployment):	n/a
Make of Gateway:	Motorola
Model of Gateway:	Gold Elite
Type (e.g. Fixed Site, Mobile, Console Patch):	Console Patch
Number of Networks:	9
Number of Active Ports or Radios:	23
Other Notes:	

E.6.2 Participating Agencies

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Item	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Agency or Agencies using this Frequency or Talk Group
1	-	-	Minnehaha County Sheriff
2	-	-	Minnehaha County EM
3	-	-	Sioux Falls Police Dept.
4	-	-	Garretson Police Dept.
5	-	-	Brandon Police Dept.
6	-	-	Rural/Metro Ambulance
7	-	-	Dell Rapids Ambulance
8	-	-	Humboldt Fire and Ambulance
9	-	-	Sioux Falls Fire Rescue
10	-	-	Split Rock Fire Dept.
11	-	-	Valley Springs Fire Dept.
12	-	-	Brandon Fire Dept.
13	-	-	Garretson Fire Dept.
14	-	-	Dell Rapids Fire Dept.
15	-	-	Baltic Fire Dept.
16	-	-	Sherman Fire Dept.
17	-	-	Renner Fire Dept.
18	-	-	Crooks Fire Dept.
19	-	-	Lyon Fire Dept.
20	-	-	Colton Fire Dept.
21	-	-	Hartford Fire Dept.
22	-	-	Sioux Falls Animal Control
23	-	-	Air Guard Fire Dept.

Deleted: <#>Gateways¶
 Table G - 1 below lists the jurisdictions, agency, gateway description, frequency, and an identification of whether the gateway is located at a fixed site or is mobile. The appendix section corresponding to each gateway is also listed.¶
Table G - 1. Index of Gateway Devices in the <State> Urban Area¶
 App ... [1]

Appendix F Shared Systems

The table below lists the appendix section, jurisdiction, agency, type and supported agencies for the Sioux Falls/Minnehaha/Lincoln Urban Area.

Table F - 1. Index of Primary Shared Systems in the Urban Area

App	Name	Jurisdiction	Agency	Type	Description
F.1	South Dakota Digital Trunked Radio System	Statewide	Bureau of Information and Telecommunications	Smartzone 4.1.12	VHF Digital Trunked System

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F.1 South Dakota Digital Trunked Radio System

Name:		South Dakota Digital Trunked Radio Network
System Type:	Make:	Motorola
	Model:	Smartzone 4.1.12
	Band:	VHF
	Trunked or Conventional:	Trunked
Responsible Agency:		Bureau of Information & Telecommunications
System POC:	Name:	Todd Dravland
	Title:	System Manager
	Email:	todd.dravland@state.sd.us
	Phone:	(605) 773-4635
Service Area (County and/or City(ies)):		Statewide

<p>Supported Public Safety Agencies: All listed will fit into an emergency plan.</p>	<p>All state and local first responders in the state have been issued radios:</p> <ul style="list-style-type: none">FireEMSLaw EnforcementEmergency ManagersAll Public Safety Answering Posts <p>Also on System:</p> <p>Federal:</p> <ul style="list-style-type: none">BIAFBIUS MarshalsTSABLMFederal Fish & WildlifeBureau of ReclamationIRS Investigators <p>Tribal:</p> <ul style="list-style-type: none">Law EnforcementEMS/HospitalsHighway Departments <p>Local:</p> <ul style="list-style-type: none">Highway DepartmentsTransit systems
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F.1.1 Frequencies or Talk Groups Established for Interoperability

ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
800270	System/Talk Group	SP OPS 1	SPECIAL OPERATIONS 1	Request talkgroup for emergencies and special events.
800271	System/Talk Group	SP OPS 2	SPECIAL OPERATIONS 2	Request talkgroup for emergencies and special events.
800272	System/Talk Group	SP OPS 3	SPECIAL OPERATIONS 3	Request talkgroup for emergencies and special events.
800273	System/Talk Group	SP OPS 4	SPECIAL OPERATIONS 4	Request talkgroup for emergencies and special events.
800274	System/Talk Group	SP OPS 5	SPECIAL OPERATIONS 5	Request talkgroup for emergencies and special events.
800275	System/Talk Group	SP OPS 6	SPECIAL OPERATIONS 6	Request talkgroup for emergencies and special events.
800276	System/Talk Group	SP OPS 7	SPECIAL OPERATIONS 7	Request talkgroup for emergencies and special events.
800277	System/Talk Group	SP OPS 8	SPECIAL OPERATIONS 8	Request talkgroup for emergencies and special events.
800278	System/Talk Group	SP OPS 9	SPECIAL OPERATIONS 9	Request talkgroup for emergencies and special events.
800279	System/Talk Group	SP OPS 10	SPECIAL OPERATIONS 10	Request talkgroup for emergencies and special events.
800280	System/Talk Group	NWS W	NATIONAL WEATHER SERVICE WEST	Direct communications with the National Weather Service in western South Dakota.
800281	System/Talk Group	NWS C/NE	NATIONAL WEATHER SERVICE C/NE	Direct communications with the National Weather Service in central and northeastern South Dakota
800282	System/Talk Group	NWS SE	NATIONAL WEATHER SERVICE SOUTHEAST	Direct communications with the National Weather Service in southeastern South Dakota
800283	System/Talk Group	STFIRE-1	STATE FIRE 1	Request talkgroup for fire and emergency events in South Dakota.

ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
800284	System/Talk Group	STFIRE-2	STATE FIRE 2	Request talkgroup for fire and emergency events in South Dakota.
800285	System/Talk Group	STFIRE-3	STATE FIRE 3	Request talkgroup for fire and emergency events in South Dakota.
800051	System/Talk Group	SF INT	SIOUX FALLS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800053	System/Talk Group	TKR INT	TURKEY RIDGE INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800055	System/Talk Group	VERM INT	VERMILLION INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800057	System/Talk Group	TRIPP INT	TRIPP INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800059	System/Talk Group	MIT INT	MITCHELL INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800061	System/Talk Group	BRK INT	BROOKINGS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800061	System/Talk Group	BRK INT	BROOKINGS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800063	System/Talk Group	WTN INT	WATERTOWN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800065	System/Talk Group	WEB INT	WEBSTER INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800067	System/Talk Group	ISAB INT	ISABEL INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800069	System/Talk Group	ABR INT	ABERDEEN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800071	System/Talk Group	RED INT	REDFIELD INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800073	System/Talk Group	HUR INT	HURON INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800075	System/Talk Group	MIL INT	MILLER INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.

ID	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Description	Primary Use
800077	System/Talk Group	CHAM INT	CHAMBERLAIN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800079	System/Talk Group	ABR INT	ABERDEEN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800081	System/Talk Group	WIN INT	WINNER INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800083	System/Talk Group	MOB INT	MOBRIDGE INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800085	System/Talk Group	PHIL INT	PHILLIP INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800087	System/Talk Group	MAR INT	MARTIN INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800089	System/Talk Group	BIS INT	BISON INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800091	System/Talk Group	RC INT	RAPID CITY INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800093	System/Talk Group	SH INT	SOUTHERN HILLS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800095	System/Talk Group	NH INT	NORTHERN HILLS INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.
800097	System/Talk Group	FATH INT	FAITH INTERAGENCY	Interagency communications and initial communications talkgroup for emergencies.

Appendix G Communications Unit Leaders

Lists the contact information and agency of qualified Communications Unit Leaders. When certification standards are defined by the NIMS Integration Center, certified Communications Unit Leaders will be listed.

Table G.1. Communications Unit Leaders

Name	Agency	Phone	Email
David Atherton	Metro Communications	(605) 367-7000	datherton@minnehahacounty.org
Deb Berreth	Metro Communications	(605) 367-7000	dberreth@minnehahacounty.org
Todd Baldwin	Lincoln County Communications	(605) 764-2664	lccc@iw.net
Patty Jones	Lincoln County Communications	(605) 764-2664	lccc@iw.net

Deleted: <#>Communications Equipment Request Procedures ¶
 <#><Name> Communications Equipment Request Procedure¶
 <Place standard "Communications Equipment Request Procedures" in this appendix. If one request procedure works for all TIC Plan participants, include it here.> ¶
 The Communications Unit Leader contacts <City/County> Fire at <Phone Number> to notify the regional Interoperability Coordinator or designee and activate the Tactical Interoperable Communications Plan.¶
 The following information is provided by the requesting agency at the time of an activation request:¶
 <#>Call <Phone Number> (<City/County> Fire Alarm Office)¶
 <#>Ask for Dispatch Supervisor (Supervisor notifies On-Call Communications Technicians)¶
 <#>Identify on-scene agency, name of person requesting cache equipment and supply a call back number¶
 <#>Dispatch Supervisor activates Communications Emergency Call In List and gives pertinent information to the on-call Communications Technician¶
 <#>Communications Technician calls back requesting agency and asks reason for request, type of event and equipment required¶
 <#>Name/Expected duration of event if known¶
 <#>Obtain location information, directions, and ingress/egress information¶
 <#><Name> Communications Equipment Request Procedure¶
 <Place standard "Communications Equipment Request Procedures" in this appendix. If one request procedure works for all TIC Plan participants, include it here.> ¶
 The Communications Unit Leader contacts <City/County> Fire at <Phone Number> to notify the regional Interoperability Coordinator or designee and activate the Tactical Interoperable Communications Plan.¶
 The following information is provided by the requesting agency at the time of an activation request:¶
 <#>Call <Phone Number> (<City/County> Fire Alarm Office)¶
 <#>Ask for Dispatch Supervisor (Supervisor notifies On-Call Communications Technicians)¶
 <#>Identify on-scene agency, name of person requesting cache equipment and supply a call back number¶
 <#>Dispatch Supervisor activates Communications Emergency Call (... [2])

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COMMUNICATIONS UNIT LEADER

Core Competencies

Introduction

The attached table is intended to identify the critical task/skill-related competencies required by an ICS Communications Unit Leader (abbreviated “COML” in the NIMS).

It is derived from a long-standing document *The Task Book for the Position of Communications Unit Leader* developed by the National Wildfire Coordination Group¹ as part of certification and training materials for use within the National Interagency Incident Management System (NIIMS), a predecessor to today’s NIMS. In developing the table that follows, specific references to the fire service were removed, and text was added to describe additional generic competencies needed for a multi-service COML position.

The Communications Unit Leader must have a good working knowledge of the Multi-agency Coordination System applicable to the region. A multi-agency coordination system is a combination of facilities, equipment, personnel, procedures, and communications. These components are integrated into a common system with responsibility for coordinating and supporting incident management activities. The Communication Unit Leader in the Incident Command System must have a good working knowledge of the entire system to include dispatch centers, emergency operations centers, department operations centers, resource coordination centers, and other multi-agency coordination entities activated during a crisis. A good working knowledge of the technical aspects of communications equipment deployment, including system design, radio frequency (RF) coverage, interference and spectrum management issues and procedures is equally important.

Structure

The Core Competencies Table on the following pages is composed of two columns. The left column contains the Task/Skill, modified as appropriate, from the NWCG *Task Book*. The right column contains the associated coordination, management and/or technical competencies needed to perform the associated task/skill.

A number of the task/skill requirements have the same competency. Where this repetition occurs, the competency is repeated in its entirety with its initial number.

¹ National Wildland Coordination Group, *Task Book for the Position of Communications Unit Leader*, PMS311-35/NFES2345, (United States Department of Agriculture, United States Department of the Interior, National Association of State Foresters, 1999). pp. 5-17.

COMMUNICATIONS UNIT LEADER (COML)	
Task/Skills	Competency/Requirements
<p>GENERAL</p> <p>1. Obtain and assemble information and materials needed for response kit prior to receiving an assignment, including critical items needed for the assignment and items needed for functioning during the first 48 hours. The following items are suggested as basic information and materials:</p> <ol style="list-style-type: none"> 1. Appropriate ICS Forms and Logs. 2. Radio Station Log. 3. Pads of paper, pencils, pens, and tape. 4. Flashlight. 5. Alarm clock. 6. Portable radio(s) as appropriate for the region. 7. Radio programming equipment (cloning cable or computer). 	<p>1. Employing agency must support development of the COML position, including necessary equipment for incident response.</p>
<p>2. Establish and maintain positive interpersonal and interagency working relationships.</p> <ul style="list-style-type: none"> • Through briefings, discuss EEO, civil rights, sexual discrimination and other sensitive issues, with assigned personnel. • Create a work environment that provides diversity and equal opportunity for all personnel assigned to the incident. • Provide equal assignment opportunities based on individual skill level. • Monitor and evaluate progress based on expected work standards. • Address individual agency values and policies throughout the tenure of the incident. • Arbitrate differences in agency values and policies that affect the operation in a manner that fosters continuous positive working relationships. • Integrate cultural resource considerations into all management activities. 	<p>2. COML must have basic supervisory skills.</p> <p>3. COML must have knowledge of applicable local, state and Federal labor practices and regulations.</p> <p>4. COML must have appropriate personnel management skills.</p>

<p>3. Provide for the safety and welfare of assigned personnel during the entire period of supervision.</p> <ul style="list-style-type: none"> • Recognize potentially hazardous situations. • Inform subordinates of hazards. • Ensure that special precautions are taken when extraordinary hazards exist. • Ensure adequate rest is provided to all unit personnel. • Recognize any special medical needs of all unit personnel. 	<p>5. COML must have required risk management training and be able to apply appropriate risk management and hazard mitigation processes.</p>
<p>MOBILIZATION</p> <p>4. Obtain complete information from dispatch upon initial activation.</p> <ul style="list-style-type: none"> • Incident name. • Incident Order Number and/or Request Number. • Reporting location. • Reporting time. • Transportation arrangements/travel routes. • Contact procedures during travel (telephone/radio). 	<p>6. COML must be available during on-call period and able to respond within established agency and regional guidelines.</p>
<p>5. Gather information to assess the incident assignment. This is an ongoing task throughout all phases of the incident.</p>	<p>7. COML must be able to multi-task around a potentially significant workload.</p> <p>8. COML must have a good working knowledge of the Incident Command System.</p> <p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region</p>
<p>INCIDENT ACTIVITIES</p> <p>6. Arrive at incident and check in. Arrive properly equipped at the assigned incident location within acceptable time limits.</p>	<p>1. Employing agency must support development of the COML position, including necessary equipment for incident response.</p> <p>6. COML must be available during on-call period and able to respond within established agency and regional guidelines.</p>
<p>7. Obtain briefing from supervisor. Examples of briefing items are:</p> <ul style="list-style-type: none"> • Work space. • Work schedule. • Policies and operating procedures. 	<p>10. COML must have excellent organizational skills.</p>

<ul style="list-style-type: none"> • Current resource commitments and expectations. • Current situation. • Expected duration of assignment. • Special needs. <p>This list is not all inclusive; COML is responsible for asking adequate questions.</p>	
<p>8. Receive Incident Action Plan (IAP). Determine support needs to meet the IAP.</p>	<p>11. COML must have a good working knowledge of agencies, geography, resources, topology and politics within the region.</p>
<p>9. Determine requirements for communications to be established and place the initial order. Using information obtained from IAP, section briefings and agency briefings, immediately order (using proper procedures) supplies, materials and equipment necessary to support projected incident size.</p>	<p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region. 12. COML must possess a good working knowledge of regional communications procedures and protocols in order to properly inventory and size resource orders.</p>
<p>10. Evaluate needs and order supplies, materials and personnel to keep unit operating.</p> <ul style="list-style-type: none"> • Order materials and supplies using procedures established by the section chief. • Maintain quantities of supplies and materials at a level to prevent shortage of any basic needed items. • Ensure adequate personnel to support the communications unit, technicians, Radio Operators, etc. 	<p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region. 11. COML must have a good working knowledge of agencies, geography, resources, topology and politics within the region. 12. COML must possess a good working knowledge of regional communications procedures and protocols in order to properly inventory and size resource orders.</p>
<p>11. Organize and supervise unit.</p> <ul style="list-style-type: none"> • Brief and keep subordinates informed and updated. • Establish unit time frames and schedules. • Assign and monitor work assignments. • Review and approve time. • Develop team work. • Provide counseling and discipline as needed. • Follow established procedures for reporting inappropriate actions involving contractors, military or other personnel. • Brief relief personnel. 	<p>2. COML must have basic supervisory skills. 4. COML must have appropriate personnel management skills. 7. COML must be able to multi-task around a potentially significant workload. 8. COML must have a good working knowledge of the Incident Command System. 13. COML must have a good working knowledge of Joint Powers Agreements, Memorandums of Agreement/Understanding, and related governance documents for the region.</p>
<p>12. Participate in incident planning meetings as</p>	<p>14. COML must have a good working knowledge</p>

<p>the technical expert for communications needs.</p> <ul style="list-style-type: none"> • Determine the feasibility of providing the required communications support. • Provide operational and technical information on communications equipment available for the incident. • Provide operational and technical information on communications equipment capabilities and restrictions. 	<p>of communications resources available within the region, as well as outside of the region (other regions, state, Federal, etc). This knowledge must include general operational and technical specifics for these resources.</p>
<p>13. Design communications systems to meet incident operational needs.</p> <ul style="list-style-type: none"> • Determine additional resource needs and order necessary equipment and personnel. • Prepare Incident Radio Communications Plan, ICS Form 205. • Request any additional communications vendor services; e.g., telephone, satcom, microwave and identify costs associated with equipment. • Coordinate, through the chain of command, the locations for equipment to be installed; e.g., repeaters, telephone lines, etc. • Provide communications support for external and internal data operations. • Order frequencies following the proper procedures. 	<p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region.</p> <p>15. COML must have basic radio and telephone engineering knowledge and RF design skills needed to do coverage, interference mitigation and system designs required for incident communications.</p> <p>16. COML must have a good understanding of frequency coordination processes, including how to rapidly obtain Station Temporary Authorizations from the FCC, and to work with four FCC-designated Public Safety Frequency Coordinators to identify new resources and mitigate interference problems.</p> <p>17. COML must apply excellent planning skills while under significant job pressure.</p>
<p>14. Install communications equipment.</p> <ul style="list-style-type: none"> • Obtain equipment from supply unit. • Install and test all components of the communications equipment to ensure the incident’s systems are operational, for example: <ul style="list-style-type: none"> - Command repeater - Logistics repeater - Links (radio and wire-based) - Remotes - Aircraft and other special needs • Develop installation priorities, while adhering to safety standards regarding communications needs of tactical personnel; i.e., operations before logistics. • Clone or program radios. 	<p>18. COML must be competent at equipment installation for the types of communications equipment normally encountered in the region, including radio programming.</p> <p>19. In addition to having required risk management training and being able to apply appropriate risk management and hazard mitigation processes, COML must be aware of applicable OSHA RF exposure rules and standards.</p>

<p>15. Assign communications equipment.</p> <ul style="list-style-type: none"> • Identify kinds and numbers of communications equipment to be distributed to specific units according to the communications plan. • Provide resources and unit leaders with appropriate equipment based on the communications plan. • Provide basic training as needed on equipment being fielded. • Maintain equipment inventory to provide accountability. 	<p>20. COML must be able to communicate effectively and efficiently with a wide variety of people in order to quickly accomplish field training.</p>
<p>16. Establish Incident Communications Center (ICC).</p> <ul style="list-style-type: none"> • Coordinate location of ICC with Facilities Unit Leader. • Locate ICC close to the incident command post and away from high traffic areas and noise. • Locate ICC away from radio frequency and electronic noise. • Verify Estimated Time of Arrival (ETA) of communications personnel and establish assignments based on incident requirements. Set schedules around operations requirements. • Obtain necessary supplies for ICC to function properly. 	<p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region.</p> <p>11. COML must have a good working knowledge of agencies, geography, resources, topology and politics within the region.</p> <p>12. COML must possess a good working knowledge of regional communications procedures and protocols in order to properly inventory and size resource orders.</p> <p>13. COML must have a good working knowledge of Joint Powers Agreements, Memorandums of Agreement/Understanding, and related governance documents for the region.</p>
<p>17. Manage operations of the ICC.</p> <ul style="list-style-type: none"> • Document radio/telephone activities on appropriate forms. • Set up filing system for ICC documentation. • Direct radio/telephone traffic to proper destinations. • Establish notification procedures for emergency messages. • Identify system problems, both technical and operational, and determine appropriate solutions. • Follow established routing procedures for messages. 	<p>All of the above knowledge and skills must be appropriately applied to manage the ICC.</p>
<p>18. Coordinate frequencies, activities, and resources with Communications Coordinators</p>	<p>9. COML must have a good working knowledge of the Multi-agency Coordination System</p>

<p>(COMCs).</p> <ul style="list-style-type: none"> • Contact COMCs and notify them of incident frequency assignments. • Identify communications equipment and personnel that are excess to incident needs and demobilize if appropriate. • Identify resources as to type/qualifications, quantity, and location. 	<p>applicable to the region.</p> <p>15. COML must have basic radio and telephone engineering knowledge and RF design skills needed to do coverage, interference mitigation and system designs required for incident communications.</p> <p>16. COML must have a good understanding of frequency coordination processes, including how to rapidly obtain Station Temporary Authorizations from the FCC, and to work with four FCC-designated Public Safety Frequency Coordinators to identify new resources and mitigate interference problems.</p> <p>17. COML must apply excellent planning skills while under significant job pressure.</p>
<p>19. Notify appropriate local, county, regional, state and Federal agencies on adjacent incident(s) of system design and frequency allocations.</p>	<p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region.</p> <p>15. COML must have basic radio and telephone engineering knowledge and RF design skills needed to do coverage, interference mitigation and system designs required for incident communications.</p> <p>16. COML must have a good understanding of frequency coordination processes, including how to rapidly obtain Station Temporary Authorizations from the FCC, and to work with four FCC-designated Public Safety Frequency Coordinators to identify new resources and mitigate interference problems.</p>
<p>20. Initiate and maintain accurate records of all communications equipment.</p> <ul style="list-style-type: none"> • Initiate and maintain accountability system for issuing hand-held radio resources. • Document geographic locations of equipment and transfer this information to local maps (latitude/longitude, legal). • Keep records for local and national resources to ensure return to proper locations. 	<p>10. COML must have excellent organizational skills.</p> <p>13. COML must have a good working knowledge of Joint Powers Agreements, Memorandums of Agreement/Understanding, and related governance documents for the region.</p>
<p>21. Perform operational tests of communications systems throughout the duration of the incident.</p>	<p>7. COML must be able to multi-task around a potentially significant workload.</p> <p>11. COML must have a good working knowledge</p>

<ul style="list-style-type: none"> • Identify and take necessary action to accomplish minor field repair or place orders for replacement of equipment. • Plan for battery replacement. • Act decisively to minimize interruptions in system operation. 	<p>of agencies, geography, resources, topology and politics within the region.</p> <p>15. COML must have basic radio and telephone engineering knowledge and RF design skills needed to do coverage, interference mitigation and system designs required for incident communications.</p>
<p>22. Interact and coordinate with appropriate unit leaders and operations personnel.</p> <ul style="list-style-type: none"> • Coordinate with operations regarding system coverage and needs. • Coordinate with first responders and public safety support organizations regarding needed support (e.g., medical unit for medical evacuation plan). • Coordinate with special units (air operations, EOD, SWAT, etc) for special frequency needs. • Participate in planning meetings and briefings. 	<p>4. COML must have appropriate personnel management skills.</p> <p>5. COML must have required risk management training and be able to apply appropriate risk management and hazard mitigation processes.</p> <p>8. COML must have a good working knowledge of the Incident Command System.</p> <p>20. COML must be able to communicate effectively and efficiently with a wide variety of people in order to quickly accomplish field training.</p>
<p>23. Identify for release, excess unit resources. Coordinate with unit managers and provide a list of excess personnel and facilities. List will include:</p> <ul style="list-style-type: none"> • Who or what is excess. • Time and date of excess. • The list will be reviewed daily for accuracy. • Follow the established demobilization process, including notification to COMCs. 	<p>8. COML must have a good working knowledge of the Incident Command System.</p> <p>10. COML must have excellent organizational skills.</p> <p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region.</p> <p>11. COML must have a good working knowledge of agencies, geography, resources, topology and politics within the region.</p> <p>13. COML must have a good working knowledge of Joint Powers Agreements, Memorandums of Agreement/Understanding, and related governance documents for the region.</p> <p>17. COML must apply excellent planning skills while under significant job pressure.</p>
<p>24. Maintain ICS Unit Log. Unit Log will be kept current, legible, and will document all major activities, which may include:</p> <ul style="list-style-type: none"> • Equipment locations. • Medical evacuations. • Personnel changes. 	<p>10. COML must have excellent organizational skills.</p>
<p>25. Evaluate performance of subordinates as required by agency policy and/or permitted by agreement.</p>	<p>2. COML must have basic supervisory skills.</p> <p>3. COML must have knowledge of applicable</p>

<ul style="list-style-type: none"> • Discuss performance evaluations with individual(s). • Maintain accuracy and fairness. • List training if needed or desired. 	<p>local, state and Federal labor practices and regulations.</p> <p>4. COML must have appropriate personnel management skills.</p> <p>13. COML must have a good working knowledge of Joint Powers Agreements, Memorandums of Agreement/Understanding, and related governance documents for the region.</p>
<p>DEMOBILIZATION</p> <p>26. Demobilization and check out.</p> <ul style="list-style-type: none"> • Submit all required information to the Documentation Unit Leader. • Receive demobilization instructions from work supervisor. • Brief subordinate staff on demobilization procedures and responsibilities. • Ensure that incident and agency demobilization procedures are followed. • Complete required ICS form(s) and turn in to the appropriate person. • Ensure that personnel in the unit are demobilized correctly. • Document lost equipment on agency specific forms. 	<p>8. COML must have a good working knowledge of the Incident Command System.</p> <p>9. COML must have a good working knowledge of the Multi-agency Coordination System applicable to the region.</p> <p>10. COML must have excellent organizational skills.</p> <p>13. COML must have a good working knowledge of Joint Powers Agreements, Memorandums of Agreement/Understanding, and related governance documents for the region.</p> <p>17. COML must apply excellent planning skills while under significant job pressure.</p>

Appendix H Governing Documents, MOUs, and Mutual Aid Agreements

The Sioux Falls/Minnehaha/Lincoln Urban Area agree to operate under the Unified Command System. Because the TIC Plan was developed in support of the Unified Command System, no additional MOUs or Mutual Aid Agreements are required.

Appendix I Example Scenario

This plan assumes an all-hazards incident of a magnitude that could include up to 100 fatalities and 450 hospitalizations. An example scenario is in Appendix I. The Plan that has been laid out in this section addresses the need for interoperable communication on scene in the first 12 hours of the incident response.

Example Scenario

The following is an example of a scenario used for Minnehaha County/Lincoln County and the City of Sioux Falls Table Top, Functional and Full Scale Exercises.

During the spring migration of water fowl, an increased level of bird flu has been detected in the flocks of birds from the East Asia area. Birds from the United States and birds from East Asia share the same migratory nesting grounds. The bird flu strain mutates and is then passed to the North American flocks as the congregate in the natural nesting grounds.

As the winter migration happens in the East Asia, North American bird flocks begin to show signs of the new mutation of the disease. Birds in East Asia start to congregate with domesticated flocks and other domestic animals. The H5N1 virus then mutates again within a herd of swine and then is passed on to residents of a remote village.

A member of the village is an exchange student with a family in Sioux Falls, South Dakota, and arrives in Sioux Falls on September 1. On September 3 and 4, the student attends school at a local school. On September 5, the student presents at a local health care facility with flu-like symptoms.

The student is treated for flu-like symptoms in a local clinic within Minnehaha County and sent home. Several days later, 20 students from the same school present with similar flu-like symptoms and are also sent home. During this time, a spike in this type of illness is noticed by the State Department of Health.

The spread of the flu becomes very easy between persons and has become air borne as described by the Department of Health. One day later, the State Department of Health issues a pandemic alert and issues community quarantine.

Four community mass vaccination clinics are scheduled to open in two days to vaccinate 250,000 persons.

Situation unit of EOC reports the following:

- 15 dead, 190 deaths expected within 14 days.
- 380 hospitalized currently, 1,500 expected in several days with need for additional hospitals beds required.

Travel restrictions are being put in place across the state.

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Appendix J Incident Command System Planning

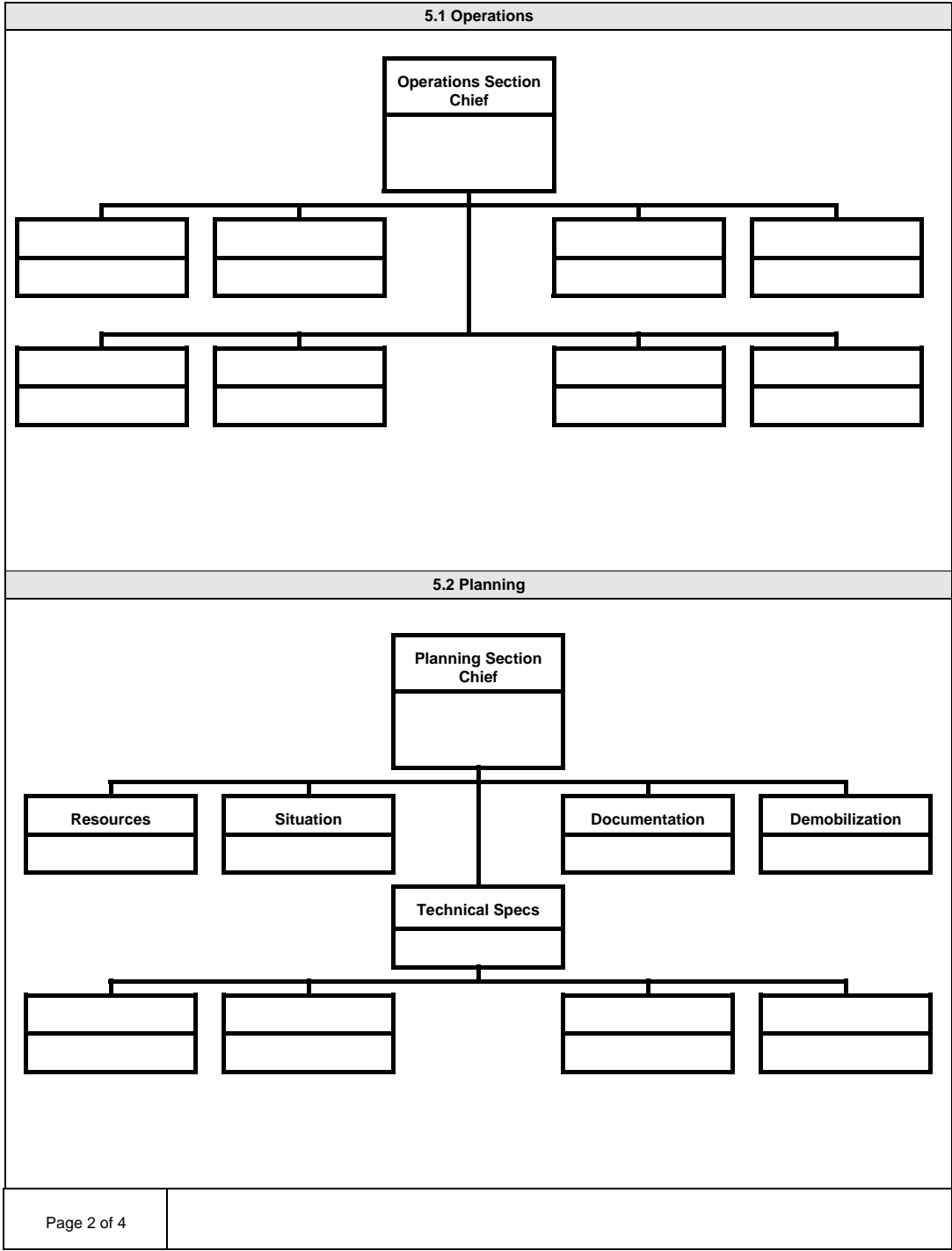
This appendix contains forms for Incident Command system (ICS) planning.

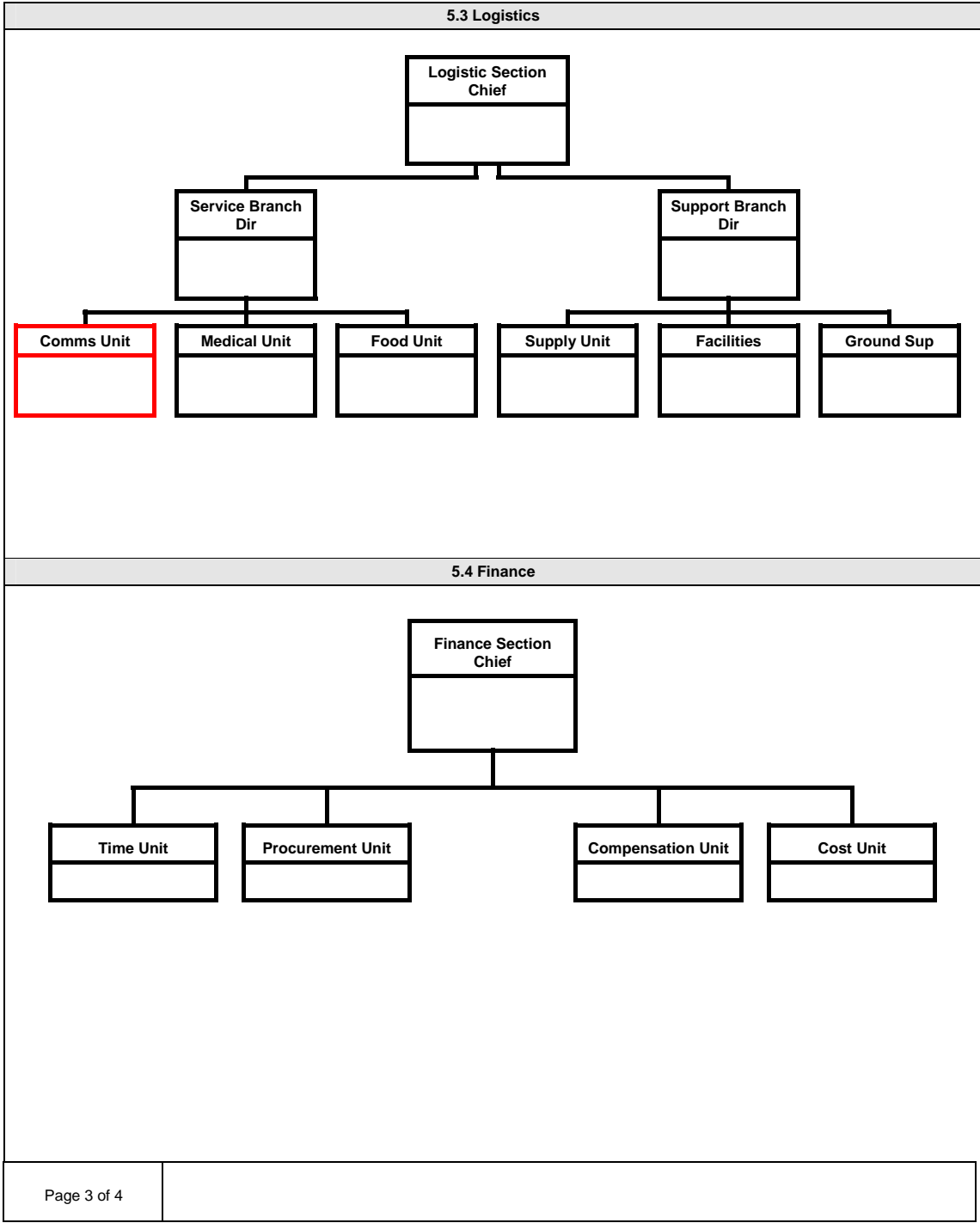
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J.1 ICS 201

INCIDENT BRIEFING	1. Incident Name	2. Date	3. Time
4. Map Sketch			
5. Current Organization			
<pre> graph TD IC[Incident Commander] --- SO[Safety Officer] IC --- LO[Liaison Officer] IC --- IO[Information Officer] IC --- PC[Planning Chief] IC --- OC[Operations Chief] IC --- LC[Logistics Chief] IC --- FC[Finance Chief] </pre>			
See pages 2 & 3 for Planning, Operations, Logistics, and Finance Detail			
Page 1 of 4	6. Prepared by (Name and Position)		





J.2 ICS 203

ORGANIZATION ASSIGNMENT LIST	
1. Incident Name	
2. Date	3. Time
4. Operational Period	
Position	Name
5. Incident Commander and Staff	
Incident Commander	
Deputy	
Safety Officer	
Information Officer	
Liaison Officer	
6. Agency Representative	
Agency	Name
7. Planning Section	
Chief	
Deputy	
Resources Unit	
Situation Unit	
Documentation Unit	
Demobilization Unit	
Technical Specialists	
Human Resources	
Training	
8. Logistics Section	
Chief	
Deputy	
Supply Unit	

Facilities Unit	
Ground Support Unit	
Communications Unit	
Medical Unit	
Security Unit	
Food Unit	
9. Operations Section	
Chief	
Deputy	
a. Branch I - Division/Groups	
Branch Director	
Deputy	
Division/Group	
Division/Group	
Division/Group	
b. Branch II - Division/Groups	
Branch Director	
Deputy	
Division/Group	
Division/Group	
Division/Group	
c. Branch III - Division/Groups	
Branch Director	
Deputy	
Division/Group	
Division/Group	
Division/Group	
d. Air Operations Branch	
Air Operations Branch Director	
Air Attack Supervisor	
Air Support Supervisor	
Helicopter Coordinator	
Air Tanker Coordinator	
10. Finance Section	
Chief	
Deputy	
Time Unit	
Procurement Unit	
Compensation/Claims Unit	
Cost Unit	
Prepared by (Resource Unit Leader)	

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J.4 ICS 205

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INCIDENT RADIO COMMUNICATIONS PLAN		1. Incident Name		2. Date/Time Prepared		3. Operational Period Date/Time	
4. Basic Radio Channel Utilization							
Radio Type/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks		
5. Prepared by (Communications Unit)							

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J.6 ICS 216

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RADIO REQUIREMENTS WORKSHEET			1. Incident Name			2. Date			3. Time		
4. Branch			5. Agency			6. Operational Period			7. Tactical Frequency		
8. Division/Group			Division/Group			Division/Group			Division/Group		
Agency			Agency			Agency			Agency		
9. Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements
Page 1 of 1			10. Prepared by (Name and Position)								

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Appendix K Glossary <Modify as needed>

<Add regional acronyms and items. Delete acronyms and items that do not apply to your region.>

Item/Acronym	Definition
ACU-1000	Audio bridge used in fixed and mobile configurations. Requires radio from each connected communications system. Gateway device used to link disparate radio systems.
Audio Bridge	Connects four-wire audio from disparate radio systems to provide interoperability.
Console Patching	Ability to connect dispatch consoles
CC	Communications Center
CP	Command Post
DHS	Department of Homeland Security
EMS	Emergency Medical Services
EOC	Emergency Operations Center
FBI	Federal Bureau of Investigation
IAP	Incident Action Plan
IC	Incident Command
ICC	Interoperable Communications Committee
ICS	Incident Command System
ICTAP	Interoperable Communications Technology Assistance Program
IED	Improvised Explosive Device
Inter-agency	Located or occurring between two or more agencies
Interoperable	Ability of a system to use the parts or equipment of another system
MAA	Mutual Aid Agreement
MHz	Abbreviation for megahertz. 5 MHz = 5,000,000 Hz or 5,000 kHz.
MOU	Memorandum of Understanding
Mutual Aid	Personnel, equipment, or services provided to another jurisdiction
NIMS	National Incident Management System
NPSPAC	National Public Safety Planning Advisory Committee

Item/Acronym	Definition
OG&T	Office of Grants and Training
POC	Point of Contact
PSAP	Public Safety Answering Point
RF	Radio Frequency
SMC	Statewide Medical Coordination
SOP	Standard Operating Procedure
SSC SD	Space and Naval Warfare Systems Center San Diego
Talkgroup	Term usually used with trunked radio systems. A talkgroup is a predefined list of radios/users assigned a unique ID which allows them to communicate with each other over the trunked radio system.
TIC Plan	Tactical Interoperable Communications Plan
UASI	Urban Areas Security Initiative
UAWG	Urban Area Working Group
UHF	Ultra High Frequency – Range of 300 to 3,000 MHz. For public safety LMR, usually refers to two bands. 380 to 460 MHz (low) and 460 to 512 MHz (high).
USAR	Urban Area Search and Rescue
VHF	Very High Frequency – For public safety LMR, usually refers to VHF High Band with a range of 136 to 164 MHz. VHF Low Band has a frequency range below 100 MHz.

Gateways

Table G - 1 below lists the jurisdictions, agency, gateway description, frequency, and an identification of whether the gateway is located at a fixed site or is mobile. The appendix section corresponding to each gateway is also listed.

Table G - 1. Index of Gateway Devices in the <State> Urban Area

App	Name	Jurisdiction	Agency	Type
E.1	State Radio Interconnect	Statewide	Bureau of Information and Telecommunications	Mobile

State Radio Interconnect

Gateway Information

Gateway Name:	State Radio Interconnect
Gateway Location (if mobile, enter storage location):	Mobile--Stored in Rapid City, SD
Responsible Agency:	Bureau of Information & Telecommunications
Gateway Point of Contact:	Todd Dravland
Point of Contact Title:	System Manager
Point of Contact Email:	todd.dravland@state.sd.us
Point of Contact Phone:	605-773-4635
If mobile, Service Area (Available Area for Deployment):	Statewide
Make of Gateway:	Raytheon/JPS
Model of Gateway:	ACU-1000
Type (e.g. Fixed Site, Mobile, Console Patch):	Mobile
Number of Networks:	Currently interfaced to digital trunked & federal forestry systems, can be integrated with all systems in state
Number of Active Ports or Radios:	Currently 2 configured
Other Notes:	-

Participating Agencies

Agencies and channels supported on the particular gateway system are listed in Table G - 3 below.

Table G - 3. Participating Agencies on the <Region Name> Division of Support Services Gateway

Gateway:	-		
Item	Frequency (Tx/Rx) or System/Talk Group	Name or Designation	Agency or Agencies using this Frequency or Talk Group
	Radio configured for all common state TG's	Trunked	All first responders in state
	Radio configured with all fed forestry channels in South Dakota	Fed Forestry	All federal forestry
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Communications Equipment Request Procedures

<Name> Communications Equipment Request Procedure

<Place standard "Communications Equipment Request Procedures" in this appendix. If one request procedure works for all TIC Plan participants, include it here.>

The Communications Unit Leader contacts <City/County> Fire at <Phone Number> to notify the regional Interoperability Coordinator or designee and activate the Tactical Interoperable Communications Plan.

The following information is provided by the requesting agency at the time of an activation request:

- Call <Phone Number> (<City/County> Fire Alarm Office)
- Ask for Dispatch Supervisor (Supervisor notifies On-Call Communications Technicians)

Identify on-scene agency, name of person requesting cache equipment and supply a call back number
Dispatch Supervisor activates Communications Emergency Call In List and gives pertinent information to the on-call Communications Technician
Communications Technician calls back requesting agency and asks reason for request, type of event and equipment required
Name/Expected duration of event if known
Obtain location information, directions, and ingress/egress information

<Name> Communications Equipment Request Procedure

<Place standard “Communications Equipment Request Procedures” in this appendix. If one request procedure works for all TIC Plan participants, include it here.>

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Dispatch Supervisor activates Communications Emergency Call In List and gives pertinent information to the on-call Communications Technician

Communications Technician calls back requesting agency and asks reason for request, type of event and equipment required

Name/Expected duration of event if known

Obtain location information, directions, and ingress/egress information