Digital Cutover
this month
Tuesday, May 13th 10AM

If all radios are programmed by this date, here's the plan:

9:30 'Agency Conference Phone Bridge' starts for Chiefs + Supervisors to dial in and represent their dept.

9:45 'Dispatch Conference Phone Bridge' starts for the 3 dispatch centers to coordinate their steps.
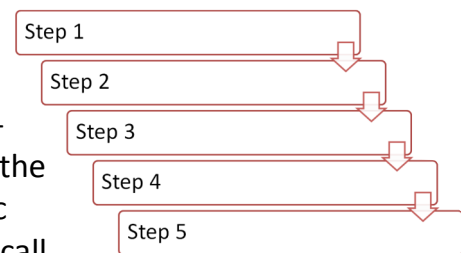
9:55 all radio users switch their portables ONLY to their digital primary talkgroup in Zone A. (Police Primary 1/2, Fire Primary, Inquiry)

10:00 if no major incidents or technical hiccups, Dispatch Centers will announce that all 800MHz radio use is restricted and drop alert tones / countywide all-call on the analog system notifying all users that the cutover has begun. Tower crews begin moving antennas from the analog to the digital radio equipment.

10:05ish Dispatch centers begin roll calling their on-duty law enforcement officers and fire stations to ensure they successfully moved over to the digital system and can transmit.

10:15ish all roll calls should be complete, and Dispatch announces on the new digital system, 'Return to Routine Radio Use', ceasing use of the old analog system. Radio users can now switch their mobiles to the digital zones as well.

During the cutover process, Telecom's Trainer will be available for troubleshooting via the 695-HELP line, MDC Chat, MDC Email, and regular email. An easy-to-follow, step-by-step guide outlining the above process will be distributed so that everyone is comfortable with the procedure. The PIN codes for the conference calls will not be shared until closer to the event and not via public postings so that media and unrelated parties don't join in on the conference call.

Step 1
Step 2
Step 3
Step 4
Step 5

Radio Programming
The Radio Team has been working 12+ hour days and weekends to ensure all radios are ready for the cutover! Programming is in full swing with teams from Telecom and MARCS knocking out full department fleets. Once the public safety agencies are finished, the remaining radio users will be scheduled to bring their radios in for alignment/programming.
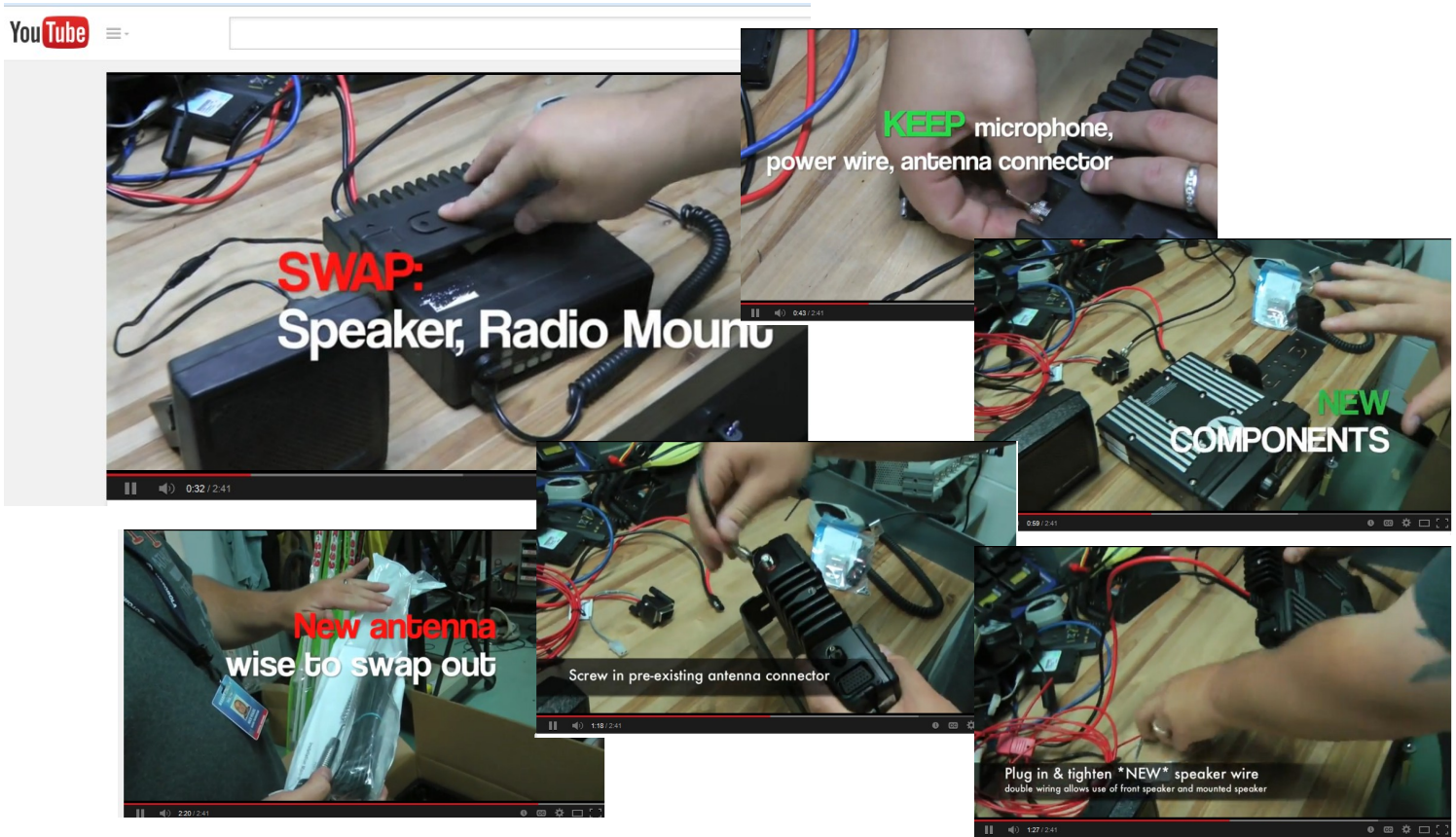
Non-Public Safety Agencies

remember it is your responsibility to install new mobile radios radios / hire a third party vendor to do it. We announced this several months back and produced a 'HOW-TO' video walking you through the mobile radio install on our www.youtube.com/warrencountytelecom channel.

School Security Radios

All of Warren County's public schools have now met with Telecom for its one-on-one work session. The consistent response plan continues to be a Countywide All-Call for law enforcement and for fire departments to follow their Mass Casualty Incident plan which allows for incident growth up to 5 alarms. Now that all schools have seen the Memorandum of Understanding, we can finalize and submit to the Prosecutor's Office for approval. After, we'll distribute to the schools and agencies for signing / review by your School Boards, Trustees, etc. The MARCS-in-Schools radio program will go live at the start of the 2014-2015 school year, giving facilities time to install the radios and train their faculty on proper use.

APX 4500   **Model STS 573077-0-1**

The *"Not Yet Digital"* Fire Radio Template EXPLAINED

Nick & Glenn have to program 2,500 radios BEFORE the cutover, putting digital talkgroups in your radio before you can use them. This explains the 'limbo' template before going digital.

ABC Switch on the top of your radio is either Quick Zone Access to A-B-C or a keypad lock (whichever your Chief selected for programming.) If quick zone access, your buttons likely have a delay.

Mutual Aid TACs (MATAC) channels are a future solution for mutual aiding with neighboring counties. Greene County (MATAC 3 & 4) can be used right away once we're digital. Clinton County (MATAC 5 & 6) and Butler County (MATAC 11 & 12) are planned for late 2014. Clermont County (MATAC 7 & 8) planned for 2015. MATACs are ONLY FOR USE when mutual aiding with another county. Our Warren County TACs 2-21 are for internal mutual aiding— after this round of programming, all law enforcement will also have the new, higher TACs.

Current Analog System			Digital A	Digital B	Digital C	X MATAC Z1	X MATAC Z2	Interops
3 back (old C)	**2 back (old B)**	**1 back (old A)**	**Zone A**	**Zone B**	**Zone C**	**Zone D**	**Zone E**	**Zone F**
USER DEFINED	Fire Prim	Fire Prim	X Fire Prim	X Fire Prim	USER DEFINED	X MATAC 1 (warren)	X MATAC 15	Fire Prim
	FD Ops	FD Ops	X FD Ops	X FD Ops		X MATAC 2 (warren)	X MATAC 16	FD Ops
	Pub Safety	Pub Safety	X Pub Safety	X Pub Safety		X MATAC 3 (greene)	X MATAC 17	8CALL 90 D
	NIMS	FD Hailing	X FD Hailing	X NIMS		X MATAC 4 (greene)	X MATAC 18	8TAC 91D
	TAC 12	TAC 2	X TAC 2	X TAC 12		X MATAC 5 (clinton)	X MATAC 19	8TAC 92D
	TAC 13	TAC 3	X TAC 3	X TAC 13		X MATAC 6 (clinton)	X MATAC 20	8TAC 93 D
	TAC 14	TAC 4	X TAC 4	X TAC 14		X MATAC 7 (clermont)	X MATAC 21	8TAC 94 D
	TAC 15	TAC 5	X TAC 5	X TAC 15		X MATAC 8 (clermont)	X MATAC 22	8CALL 90
	TAC 16	TAC 6	X TAC 6	X TAC 16		X MATAC 9 (hamilton)	X MATAC 23	8TAC 91
	TAC 17	TAC 7	X TAC 7	X TAC 17		X MATAC 10 (hamilton)	X MATAC 24	8TAC 92
	TAC 18	TAC 8	X TAC 8	X TAC 18		X MATAC 11 (butler)	X MATAC 25	8TAC 93
	TAC 19	TAC 9	X TAC 9	X TAC 19		X MATAC 12 (butler)	X MATAC 26	8TAC 94
	TAC 20	TAC 10	X TAC 10	X TAC 20		X MATAC 13 (mont)	X MATAC 27	8TAC 94 D
	TAC 21	TAC 11	X TAC 11	X TAC 21		X MATAC 14 (mont)	X MATAC 28	8TAC 92D
	MAYDAY 2	MAYDAY 1	X MAYDAY 1	X MAYDAY 2		X MA-MAYDAY1	X MA-MAYDAY 3	UNPROG
	Fire Prim	Fire Prim	X Fire Prim	X Fire Prim		X MA-MAYDAY 2	X MA-MAYDAY 4	UNPROG

The current Analog talkgroups have been relocated. Analog Zone A will be "1 back", Zone B is "2 back", and Zone C is "3 back" from Digital Zone A. Your Chief selected if the Home button directs to Fire Primary in Digital Zone A, B, or C so test and **practice muscle memory of 'Home + ZnDn' to reach the analog zones during these interim 'limbo' days.**

You'll see "X" before all digital talkgroups - they can NOT be used until the cutover!

System Cutover Details!

We plan to conduct the cutover at 10AM on Tuesday, May 13th 2014. At 9:55AM, all portable radios should hold down their home button to navigate to digital 'X Fire Primary' talkgroup... but do NOT transmit. Mobile radios should be left on the old analog system during cutover as a backup in case of unforeseen problems. At 10:00AM, Dispatch will drop a countywide all-call and announce the cutover. There will be teams at the tower sites physically unplugging antennas from the analog system and plugging them into the digital system. Dispatches during the cutover will happen on the Paging system (approximately 9:55-10:15). The 800MHz 'Fire Primary' may not be available, making the monitoring of the Paging System crucial for your department! Do not transmit on any digital talkgroup other than 'X Fire Primary' until the 'Return to Routine Radio Traffic' announcement is made by Dispatch. Then mobile radios are safe to switch to the digital talkgroups.

Please read Telecom's emails + newsletters, and visit our website, facebook, twitter to stay up-to-date as this plan develops!

The *"Not Yet Digital"* [Your Dept Here] PD Radio Template EXPLAINED

Nick & Glenn have to program 2,500 radios BEFORE the 2014 cutover, putting digital talkgroups in your radio before you can use them. This explains the 'limbo' template before going digital.

Mutual Aid TACs (MATAC) channels are a future solution for mutual aiding with neighboring counties. Greene County (MATAC 3 & 4) can be used right away once we're digital. Clinton County (MATAC 5 & 6) and Butler County (MATAC 11 & 12) are planned for late 2014. Clermont County (MATAC 7 & 8) planned for 2015. MATACs are ONLY FOR USE when mutual aiding with another county. Our Warren County TACs are for internal mutual aiding—notice they now extend TAC 2-21, instead of TAC13, adding more mutual aid capability.

Current Analog Zones			Digital (won't work until digital switch in 2014 but placed into their 'forever homes')					
old ZONE A (3 back) Zone S	TACS (2 back) Zone T	TACS (1 back) Zone U	ZONE A	ZONE B	ZONE C	ZONE D	ZONE E	ZONE F
PD PRIM 1	PD PRIM 1	PD PRIM 1	XPD PRIM 1	XPD PRIM 1	XPD PRIM 1	XPD PRIM 1	XMA TAC 1	XMA TAC 15
LOCAL 1	INQUIRY	INQUIRY	XINQUIRY	XINQUIRY	XLOCAL 1	XLOCAL 1	XMA TAC 2	XMA TAC 16
INQUIRY	LOCAL 1	LOCAL 1	XLOCAL 1	XLOCAL 1	XINQUIRY	8CALL 90 D	XMA TAC 3	XMA TAC 17
PUB SAFETY	PUB SAFETY	PUB SAFETY	XPUB SAFETY	XPUB SAFETY	XPUB SAFETY	8TAC 91 D	XMA TAC 4	XMA TAC 18
ROAD	NIMS	HAILING	XHAILING	XNIMS	XROAD	8TAC 92 D	XMA TAC 5	XMA TAC 19
LOCAL 2				XTAC 1?			XMA TAC 6	XMA TAC 20
HAILING	TAC	TAC 1	TAC 14	XL			XMA	XMA TAC 21
FIRE PRIM	4		TAC 14	PRIM	90	AC 8		XMA TAC 22
LEBANON PD			TAC 13	N		9		XMA TAC 23
FRANKLN PD	TAC 16	AC 6	XTAC 6	XTAC 16	XFRANKLN PD	8TAC 2	XMA TAC 10	XMA TAC 24
TAC 2	TAC 17	TAC 7	XTAC 7	XTAC 17	XTAC 2	8TAC 93	XMA TAC 11	XMA TAC 25
TAC 3	TAC 18	TAC 8	XTAC 8	XTAC 18	XTAC 3	8TAC 94	XMA TAC 12	XMA TAC 26
TAC 4	TAC 19	TAC 9	XTAC 9	XTAC 19	XTAC 4	8TAC 94 D	XMA TAC 13	XMA TAC 27
TAC 5	TAC 20	TAC 10	XTAC 10	XTAC 20	XTAC 5	8TAC 92 D	XMA TAC 14	XMA TAC 28
PD PRIM 2	TAC 21	TAC 11	XTAC 11	XTAC 21	XPD PRIM 2	XLOCAL 1	XMA MYDY 1	XMA MYDY 3
PD PRIM 1	PD PRIM 1	PD PRIM 1	XPD PRIM 1	XPD PRIM 1	XPD PRIM 1	XPD PRIM 1	XMA MYDY 2	XMA MYDY 4

Current/familiar Analog talkgroups have been relocated to the back end of your zone lineup. Your "Old Zone A" is now "3 back" from Zone A.

Your Home Button takes you to your Zone __ DIGITAL 'Primary' talkgroup. Learn the muscle memory to reach the analog zones you'll work off in these interim "limbo" days..

Notice the "X" before digital talkgroups - they can NOT be used until the physical cutover!

System Cutover Details!

We plan to conduct the cutover at 10AM, Tuesday May 13th 2014. A detailed cutover plan will be distributed to all Chiefs and departments as the time nears.

At 9:55AM, all portable radios should hold down their home button to navigate to their digital Primary talkgroup... but do NOT transmit. Mobiles remain on the old system as a backup.

At 10:00AM, Dispatch will drop a countywide all-call and announce the cutover. There will be teams at the tower sites physically unplugging antennas from the analog system and plugging them into the digital system. Dispatches during the cutover will happen on your MDC (approximately 9:55-10:15). Do not transmit on any digital talkgroup other than your police primary until the 'Return to Routine Radio Traffic' announcement is made by Dispatch. Then mobile radios are safe to switch to the digital talkgroups.

Please read Telecom's emails + newsletters, and visit our website, facebook, twitter to stay up-to-date as this plan develops!

Telecom Announcements

A PowerPoint for Warren County Dispatch is almost done - explaining the differences between their current Centracom Gold Elite consoles and the new MCC 7500 Consoles.

Luckily, both products are Motorola so the learning curve is incredibly short! Telecom's Allison Lyons, Emergency Services' Melissa Bour, and Dispatch's Brian Holtel joined forces to learn the new console with help from Mobilcomm's Chip Donaldson who has been integral in configuring and installing the radio system.

TELECOM
Warren County • Ohio

MCC 7500 Console Training

for Warren County Dispatchers to aid in the digital cutover

4/30/2014

WARREN COUNTY
Public Safety Network

30-minute training sessions are available during the following days/times to cover all 3 Dispatch shifts.
Wednesday May 7th ❏ 7:30-8:00am ❏ 8:00-8:30am ❏ 3:30-4:00pm ❏ 4:00-4:30pm

---

OUTAGE NOTICE   Monday, May 5th 2014 at 8:00PM

Description: Email Outage
Location: Warren County Telecommunications Data Center
Outage Duration: 4 Hours
Purpose: Update the Exchange server to a new VMWare environment
User Responsibility: None
Impact: Users **will be unable** to send/receive email at this time. Help desk tickets/updates via email will be inaccessible.

If you would like more details about this issue, please feel free to contact us via email to help@wcoh.net or by calling +1-513-695-4357 and select option 4.