



California Statewide Communications Interoperability Planning Effort: Criterion Checklist

Name _____

Location _____ Position _____ -- _____

Phone _____ E-Mail _____

Instructions:

The following is a complete list of the state plan criteria as documented in the FY 2007 SAFECOM Statewide Planning Grant Guidance Document. Prior to the meeting start please:

- Review the list and check each criterion that you believe is addressed by the current state of California's Statewide Communications Interoperability Planning Effort
- In the space provided below each criterion, please provide information explaining how either California's Statewide Communications Interoperability Planning Effort meets the criterion or how the California's Statewide Communications Interoperability Planning Effort can address the criterion in the future
- If you are a conference call participant, please fill out this form and email it back to Anthony_Macri@sra.com or fax it to (916) 845-8606

Use this document throughout the meeting as a personal reference for each strategic planning activity. At the end of the meeting, leave the form in the middle of your table so the data may be used for the development of the CalSCIP.

2. Strategy	
<input type="checkbox"/>	2.1 Describe the strategic vision, goals, and objectives for improving emergency response interagency wireless communications statewide, including how they connect with existing plans within the state.
Supporting Information:	
<input type="checkbox"/>	2.2. Provide a strategic plan for coordination with neighboring states. If applicable, include a plan for coordination with neighboring countries.
Supporting Information:	
<input type="checkbox"/>	2.3. Provide a strategic plan for addressing data interoperability in addition to voice interoperability.
Supporting Information	



<input type="checkbox"/>	2.4. Describe a strategy for addressing catastrophic loss of communication assets by developing redundancies in the communications interoperability plan.
Supporting Information	
<input type="checkbox"/>	2.5. Describe how the plan is, or will become, compliant with the National Incident Management System (NIMS) and the National Response Plan.
Supporting Information	
<input type="checkbox"/>	2.6. Describe a strategy for addressing communications interoperability with the safety and security elements of the major transit systems, intercity bus service providers, ports, and passenger rail operations within the state.
Supporting Information	
<input type="checkbox"/>	2.7. Describe the process for periodic review and revision of the state plan.
Supporting Information:	
3. Methodology	
<input type="checkbox"/>	3.1. Describe the method by which multi-jurisdictional, multi-disciplinary input was provided from all regions of the state. For an example of a methodology that ensures input from all regions, see the Statewide Communication Interoperability Plan, or SCIP, methodology developed by SAFECOM.
Supporting Information:	



<input type="checkbox"/>	3.2. Define the process for continuing to have local input and for building local support of the plan.
Supporting Information:	
<input type="checkbox"/>	3.3. Describe how the TICPs were incorporated into the statewide plan.
Supporting Information:	
<input type="checkbox"/>	3.4. Describe the strategy for implementing all components of the statewide plan.
Supporting Information:	
4. Governance	
<input type="checkbox"/>	4.1. Identify the executive or legislative authority for the governing body of the interoperability effort.
Supporting Information:	
<input type="checkbox"/>	4.2. Provide an overview of the governance structure that will oversee development and implementation of the plan. Illustrate how it is representative of all of the relevant emergency response disciplines and regions in the state.
Supporting Information:	
<input type="checkbox"/>	4.3. Provide the charter for the governing body, and use the charter to state the principles, roles, responsibilities, and processes.
Supporting Information:	



<input type="checkbox"/>	4.4. Identify the members of the governing body and any of its committees.
Supporting Information:	
<input type="checkbox"/>	4.5. Provide a meeting schedule for the governing body.
Supporting Information	
<input type="checkbox"/>	4.6. Describe multi-jurisdictional, multi-disciplinary agreements needed for decision making and for sharing resources.
Supporting Information:	
5. Technology	
<input type="checkbox"/>	5.1. Include a statewide capabilities assessment (or a plan for one) which includes, critical communications equipment and related interoperability issues. At a minimum this should include types of radio systems, data and incident management systems, the manufacturer, and frequency assignments for each major emergency responder organization within the state. Ultimately more detailed information will be required to complete the documentation of a migration strategy. States may use the Communications Asset Survey and Mapping (CASM) tool to conduct this assessment.
Supporting Information:	
<input type="checkbox"/>	5.2. Describe plans for continuing support of legacy systems, and developing interfaces among disparate systems, while migrating to newer technologies.
Supporting Information:	



<input type="checkbox"/>	5.2.1. Describe the migration plan for moving from existing technologies to newly procured technologies.
Supporting Information:	
<input type="checkbox"/>	5.2.2. Describe the process that will be used to ensure that new purchases comply with the statewide plan, while generally allowing existing equipment to serve out its useful life.
Supporting Information:	
6. Standard Operating Procedures (SOPs)	
<input type="checkbox"/>	6.1. Include an assessment of current local, regional, and state operating procedures which support interoperability.
Supporting Information:	
<input type="checkbox"/>	6.2. Define the process by which the state, regions, and localities will develop, manage, maintain, upgrade, and communicate standard operating procedures (SOPs), as appropriate.
Supporting Information:	
<input type="checkbox"/>	6.3. Identify the agencies included in the development of the SOPs, and the agencies expected to comply with the SOPs.
Supporting Information:	
<input type="checkbox"/>	6.4. Demonstrate how the SOPs are NIMS-compliant in terms of the Incident Command System (ICS) and preparedness.
Supporting Information:	



7. Training and Exercises

- 7.1. Define the process by which the state will develop, manage, maintain, and upgrade, or coordinate as appropriate, a statewide training and exercise program.**

Supporting Information:

- 7.2. Describe the process for offering and requiring training and exercises, as well as any certification that will be needed.**

Supporting Information:

- 7.3. Explain how the process ensures that training is cross-disciplinary.**

Supporting Information:

8. Usage

- 8.1. Describe the plan for ensuring regular usage of the relevant equipment and the SOPs needed to improve interoperability.**

Supporting Information:

9. Funding

- 9.1. Identify committed sources of funding, or the process for identifying and securing short- and long-term funding.**

Supporting Information:

- 9.2. Include a plan for the development of a comprehensive funding strategy. The plan should include a process for identifying ongoing funding sources, anticipated costs, and resources needed for project management and leveraging active projects.**

Supporting Information:



10. Implementation

- 10.1. Describe the prioritized action plan with short- and long-term goals for achieving the objectives.**

Supporting Information:

- 10.2. Describe the performance measures that will allow policy makers to track the progress and success of initiatives.**

Supporting Information:

- 10.3. Describe the plan for educating policy makers and practitioners on interoperability goals and initiatives.**

Supporting Information:

- 10.4. Describe the roles and opportunities for involvement of all agencies in the implementation of the statewide plan.**

Supporting Information:

- 10.5. Establish a plan for identifying, developing, and overseeing operational requirements, SOPs, training, technical solutions, and short- and long-term funding sources.**

Supporting Information:

- 10.6. Identify a POC responsible for implementing the plan.**

Supporting Information:

- 10.7. Describe critical success factors for implementation of the plan.**

Supporting Information: