

SREC POLICY 601-1 POL
RADIO SYSTEM REQUESTS

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This policy applies to all participating agencies.

GENERAL INFORMATION

The purpose of this policy is to establish responsibility and ownership of communication technology assets and equipment.

SREC provides radio communications services to public safety agencies in Spokane County as well as city/county non-emergency departments, and public safety communications services (dispatching, 911, and Crime Check) for all Spokane County fire and law enforcement agencies.

All radio communications equipment used by Spokane City and County public safety entities is owned, operated, programmed, and maintained by SREC. Requests for radio communications equipment will be made to the SREC Technology Services Manager who is responsible for the performance and maintenance of communications systems and Information Technology within the agency. This includes but is not limited to mobile and portable radios, paging systems, and fire station alerting radios. This equipment will be paid for using the one-tenth of one percent sales tax funding as authorized by the voters of Spokane County pursuant to RCW 82.14.420.

Subscriber radios from different vendors utilizing different radio operating software provide a variety of services, features, functionality and performance to the users. New, unproven radios can exhibit performance and functionality characteristics that are destructive to the overall performance, capacity and/or security of the county wide radio system. Before a new radio is approved for use on the system it must have successfully completed the P25 Compliance Assessment Program (CAP) testing and then undergo testing on the system. Members of a radio test team will be appointed by SREC and are responsible to conduct actual radio tests. Once sample radios are obtained, the testing process shall be completed as quickly and efficiently as practical so as to not delay the availability of new radios to users. SREC maintains and has available a list of all radios approved for use on the system along with any limitations on use of the radio. This list will be available on the SREC webpage.

RESPONSIBILITIES

1. Each participating agency shall designate a Point of Contact (POC) responsible for coordinating communication technology requests and to work with the Technical Services Manager.

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2. Due to the need for budgeting and planning and the cost of the subscriber radios, requests for new or substantial additional radio or technology purchases shall be made in writing to the Technical Services Manager. These requests need to be made prior to July 1 to allow inclusion into the next fiscal year's budget. The Technical Services Manager or his designee will prepare the SREC Budget Increase Request form for Board consideration.

3. Routine requests for radio provisioning, service, or issuing shall be made to SREC-TECH@SREC911.org.