



# Oregon State Interoperability Executive Council Charter Document

Adopted: July 1, 2003

Revised: February 13,  
2024

## Vision Statement

The vision of the SIEC is seamless, interoperable<sup>1</sup>, and resilient emergency communications.

(<sup>1</sup>Emergency responders at all levels of government and across disciplines can communicate as needed, on demand and as authorized)

## Mission Statement

The mission of the SIEC is to provide leadership, strengthen partnerships, and advocate for resources and investment in voice, data, 9-1-1, and public alerts interoperability.

## Goals & Objectives

- Advocate for the advancement of statewide interoperability of emergency communications systems
- Create a common understanding of emergency communications interoperability statewide
- Coordinate with stakeholders to facilitate a common language, coordinated protocols, and related standards to ensure resilience
- Develop standards to promote consistent design and development of public safety communications infrastructures and recommend changes in existing public safety infrastructures that are necessary or appropriate for implementation of the interoperability plan
- Annually update and regularly monitor the Oregon Statewide Communication Interoperability Plan (SCIP)

## Stakeholders and Beneficiaries

- Citizens of Oregon
- Governor and Legislative Assembly
- SIEC membership and committees
- Public safety entities at municipal, county, state tribal, and federal levels – “Community”
- Private entities and vendors that provide support to the public safety “Community”.

## Success Indicators

- Stakeholders and beneficiaries are aware of the SIEC’s purpose and the SCIP
- “Community” consensus on issues of interoperability
- Oregon meets or exceeds requirements from the National Emergency Communications Plan (NECP)
- “Community” leadership in interoperability, a statewide resource, and meeting the goals in the SCIP



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- There is measurable improvement in interoperability and sustainability of critical communications infrastructure, as measured by outcomes in the SCIP Annual Snapshot and the CISA state performance markers.

## Feedback Plan

In order to ensure the SIEC is responsive to stakeholder needs, the SIEC will utilize the following mechanisms to collect input and provide awareness:

- SIEC Member Roundtable at each Executive Council Meeting
- Website updates
- Public meetings
- Regular reports to stakeholders on progress
- Periodic solicitation of stakeholder input
- Reports to the Governor and Oregon Legislature

## Scope and Priority

Achieving public safety communication interoperability statewide for the full Emergency Communications Eco System as outlined in ORS 403.455

## Problem Statement

The Emergency Communications Systems across Oregon lack capability, capacity, and infrastructure to communicate with one another seamlessly throughout the state. There is an antiquated approach to investment in the full Emergency Communications Eco System.

## Procedures & Meeting Frequency

- Meet quarterly in a central location, virtually, or a combination thereof at the Chair's discretion, or at the request of 50% of the membership
- Meet in accordance with Oregon Public Meeting Laws (ORS 192.610)
- Meeting notices, agendas, and minutes will be sent to Council members and posted on the SIEC website a minimum of seven days prior to the meeting
- Meetings will be conducted using Roberts Rules of Order as a guideline
- The Council will elect the Chair
- The Council will elect a Vice Chair from among the Council members to carry out the Chair's duties in the Chair's absence
- Council members are appointed by the Governor and Legislative Assembly in accordance with ORS 403.450



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- When appropriate, the SIEC will go into executive session in accordance with ORS 192.660

## Decision Making Process

- Votes can be cast only by appointed members
- A quorum will consist of fifty percent plus one of the total appointed members
- Motions will be carried by majority vote of those present
- The Executive Committee, consisting of the Chair, Vice Chair and Committee Chairs, is authorized to perform all functions and do all acts, between meetings, which the SIEC might do during regular meetings, except for amendment of this Charter or the SCIP. This committee has the power to convene or poll itself by majority vote in order to deal with time sensitive issues. During such interim period, its decision shall be final in matters determined "reasonable and proper"
- Any decision made by the Executive Committee must be consistent with the formally adopted mission and be ratified by the membership at the next full SIEC meeting

## Decision Ratifying Body

The Statewide Interoperability Executive Council (SIEC)

## How Decisions are Communicated

- SIEC meetings - formal resolutions and recommendations
- Meeting minutes; SIEC email distribution list; SIEC website
- Council membership communication to constituents

## Functional Organization

- See Appendix

## Team Review Schedule

- The Strategic Planning Committee will review the SIEC Charter bi-annually to identify progress and make necessary updates. That review will be presented as a report to the SIEC at its last meeting of the calendar year
- The Strategic Planning Committee will review the SCIP at each regular SIEC meeting and provide updates



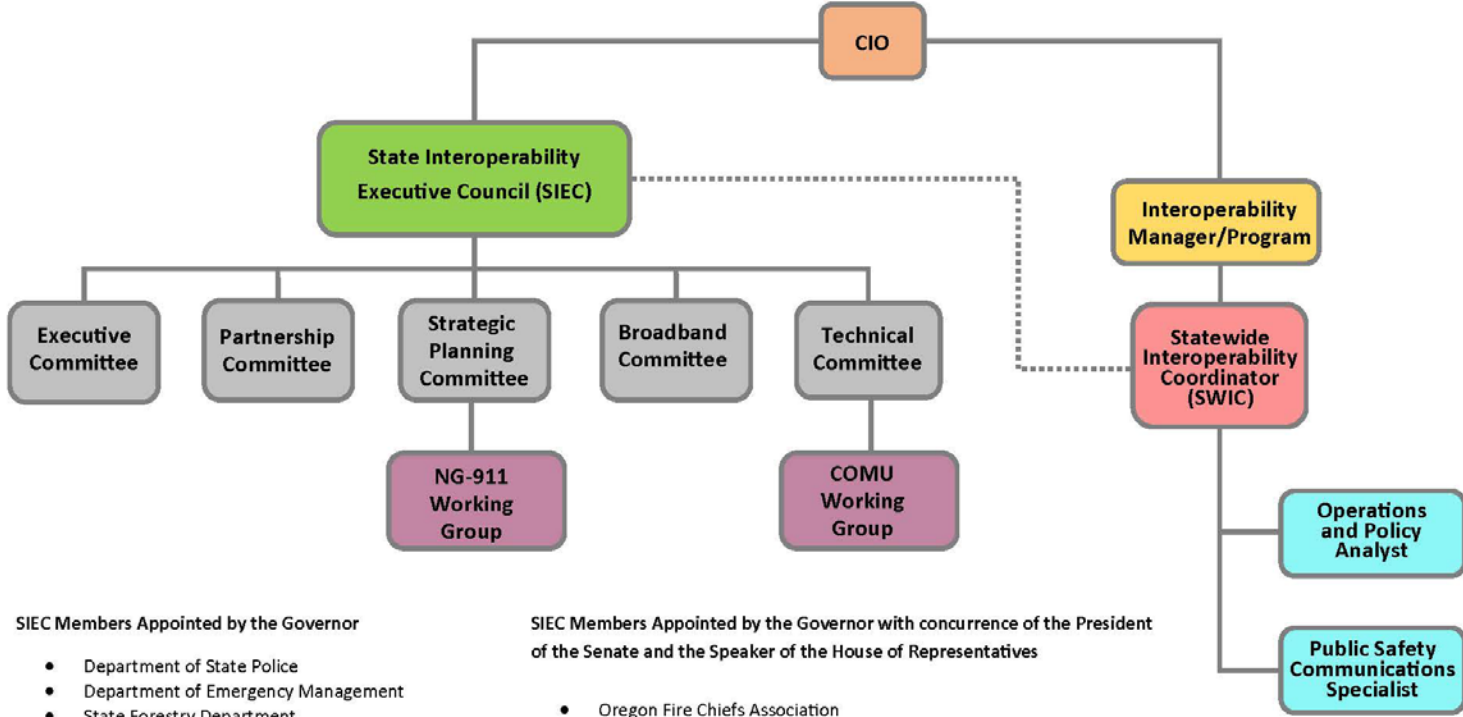
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## Duties of the Council

- Recommend strategies to improve public safety communication interoperability among state, local, tribal and federal public safety agencies
- Develop standards to promote consistent design and development of public safety communications infrastructures and recommend changes in existing public safety infrastructures that are necessary or appropriate for implementation of the interoperability plan
- Identify immediate short-term technical and policy solutions to tie existing public safety communications infrastructures together into an interoperable communication system
- Develop long-term technological and policy recommendations to establish a statewide public safety communications system to improve emergency response and day-to-day public safety operations
- Develop recommendations for legislation and for the development of state and local policies that promote public safety communications interoperability in Oregon.
- Recommend to the Governor, for inclusion in the Governor's recommended budget, investments by the State of Oregon in public safety communications systems.
- Coordinate state, local and as appropriate, tribal, and federal activities related to obtaining federal grants for support of interoperability and request technical assistance related to interoperability.
- Conduct and submit an annual update of the interoperability plan to the United State Department of Homeland Security, Office of Emergency Communications, aligning the update with standards established in the National Emergency Communications Plan and by the federal office.
- Coordinate statewide interoperability activities among state, local, and as appropriate, tribal, and federal agencies.
- Advise the Governor and the Legislative Assembly on implementation of the interoperability plan.
- Report to the Joint Committee on Ways and Means, or to the Joint Interim Committee on Ways and Means, on or before February 1 of each odd-numbered year on the development of the interoperability plan and the executive council's other activities.



Appendix



**SIEC Members Appointed by the Governor**

- Department of State Police
- Department of Emergency Management
- State Forestry Department
- Department of Corrections
- Department of Transportation
- Office of Enterprise Information Services
- Oregon Health Authority
- Oregon Military Department
- Department of Public Safety Standards and Training
- Oregon Broadband Advisory Council
- Department of the State Fire Marshall
- Member or designee of an Indian tribe; and
- Member of the Public

**SIEC Members Appointed by the Governor with concurrence of the President of the Senate and the Speaker of the House of Representatives**

- Oregon Fire Chiefs Association
- Oregon Association Chiefs of Police
- Oregon State Sheriff's Association
- Association of Oregon Counties
- League of Oregon Cities
- Special Districts Association of Oregon
- An information technology officer of an Oregon City
- An information technology officer of an Oregon County
- A nonprofit professional organization interested in the enhancement of public safety
- A member of the public who works or resides in Federal Communications Commission Region 35
- One member from the Oregon emergency management community
- One member from the Senate with an interest in public safety communication infrastructure
- One member from the House of Representative with an interest in public safety communication

