



[State/Territory] Statewide Communication Interoperability Plan (SCIP) Annual Snapshot

[Month/Year]

Emergency responders rely on interoperable communications to coordinate and respond to the needs of their communities. This report provides information on the progress of the Statewide Communication Interoperability Plan (SCIP) and the challenges that remain. The information in this report is for informational purposes only and does not constitute an offer of insurance or any other financial product. For more information, please contact your insurance agent.

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Introduction

This Statewide Communication Interoperability Plan (SCIP) Snapshot is designed to provide an update on the progress of achieving the goals and strategic vision identified in the SCIP. Based on information provided in this report, the Department of Homeland Security (DHS) Office of Emergency Communications (OEC) will have an understanding of what progress has been made, what challenges remain, and how resources may be leveraged to support the State in completing the goals in its SCIP. OEC will use the information collected to help develop an Technical Assistance (TA) offering and other support from OEC to most relevant and challenges identified in this report.

This document is divided into three sections:

- The SWIC, Governance and COMI Utilization Status** section provides an opportunity to report on the status of the Statewide Interoperability Coordinator (SWIC), Statewide Interoperability Executive Committee (SIEC), or Statewide Interoperability Governing Body (SIGB) and COMI utilization and overall status.
- The Goals and Target Measurements** section provides an understanding of the State's progress and accomplishments toward goals that have been a focus across the emergency communications ecosystem and interoperability continuum. The ecosystem refers to the many interconnected components and functions (e.g., communications for incident response, operation, emergency notifications, alerts and warnings, requests for assistance and reporting, and public information) exchanged in modern public safety communications capabilities. States/Territories are asked to explain the status of the goal including progress to date and request to demonstrate the progress made against the SCIP.
- The Accomplishments and Challenges** section provides stakeholders and decision-makers with a brief overview of the current interoperable and emergency communications environment within the State/Territory, including key accomplishments and challenges. It also provides States/Territories the opportunity to request assistance in resolving a specific challenge within their SCIP and its governance structure.

This information was collected from the following agencies: [List of Agencies]

Section 1: SWIC, Governance and COMI Utilization Status

In Table 1.1 below, identify the most accurate descriptor for the status of the SWIC and SCIP-related meetings for the previous year.

Table 1.1: SWIC Status and SCIP-related Meetings

SWIC			
Function Status	Funding Status	Funding Source	
<input type="checkbox"/> Full-time (SWIC Duties Only)	<input type="checkbox"/> Fully Funded	<input type="checkbox"/> State-funded grant	<input type="checkbox"/> State-funded budget
<input type="checkbox"/> Part-time (SWIC Duties Only)	<input type="checkbox"/> Partially Funded (No dedicated personnel)	<input type="checkbox"/> Federally-funded grant	<input type="checkbox"/> Federally-funded budget
<input type="checkbox"/> Ad-hoc/As needed	<input type="checkbox"/> Not funded	<input type="checkbox"/> Locally-funded grant	<input type="checkbox"/> Locally-funded budget
<input type="checkbox"/> No position			
<input type="checkbox"/> Other _____			
Departs SWIC / Other Staff Support for the SWIC			
Departs SWIC / Vacation Status	Departs SWIC / Pending Status	Departs SWIC / Pending Source	Other SWIC Staff Support (includes number in #)
<input type="checkbox"/> Full-time	<input type="checkbox"/> Fully Funded	<input type="checkbox"/> State-funded grant	<input type="checkbox"/> FTE Support
<input type="checkbox"/> Part-time	<input type="checkbox"/> Partially Funded (No dedicated personnel)	<input type="checkbox"/> State-funded budget	<input type="checkbox"/> Part-time Support
<input type="checkbox"/> Ad-hoc/As needed	<input type="checkbox"/> Not funded	<input type="checkbox"/> Federally-funded grant	<input type="checkbox"/> Volunteer Support (i.e. working groups and committees)
<input type="checkbox"/> No position		<input type="checkbox"/> Locally-funded budget	<input type="checkbox"/> Consultant/Contract Support
<input type="checkbox"/> Other _____			
SIGB / SIEC Meeting Frequency			
SIGB / SIEC Meeting Frequency	SIGB / SIEC Meetings Related to the SCIP		
<input type="checkbox"/> Monthly	<input type="checkbox"/> Annually (twice/year)	<input type="checkbox"/> SIGB / SIEC conducted a SCIP-related meeting	<input type="checkbox"/> Yes, how many? (indicate number)
<input type="checkbox"/> Quarterly	<input type="checkbox"/> Other _____		
<input type="checkbox"/> Biannually			

Please use the following definitions for items:
- Full-time: Full-time employee whose job responsibilities consist of only SCIP duties.
- Part-time: Part-time employee whose job responsibilities consist of only SCIP duties.
- Ad-hoc/As needed: Full-time employee whose job responsibilities consist of SCIP duties in addition to other duties and/or other responsibilities.
- Other: All other categories.

In Table 1.2, please select all that apply in regards to the interoperability governance body.

Governance Body Composition	
Is the membership inclusive of the following discipline participants/representative?	
Please check all that apply	
State Government Leadership	Applicable Associations:
<input type="checkbox"/> SWIC's CEO	<input type="checkbox"/> Association of Chiefs of Police & State Sheriff's Association
<input type="checkbox"/> State Director of Homeland Security	<input type="checkbox"/> Association of Chiefs of Police & State Sheriff's Association
<input type="checkbox"/> State Department of Emergency Management	<input type="checkbox"/> Association of Emergency Communications Officials (AECOC)
<input type="checkbox"/> State 911 Administrator/Emergency Communications Office	<input type="checkbox"/> Emergency Management Association
<input type="checkbox"/> SCIP Panel/SCIP Representative	<input type="checkbox"/> Fire Chiefs' Association/State Fire Fighters' Association
<input type="checkbox"/> State EOC's Coordinator	<input type="checkbox"/> Hospital and public health associations and organizations
<input type="checkbox"/> State Chief Information Officer (CIO)	<input type="checkbox"/> Hospital and public health associations and organizations
<input type="checkbox"/> State Chief Security Officer	<input type="checkbox"/> Municipal unions
<input type="checkbox"/> State Training Office	<input type="checkbox"/> State 911 Administrator (or designee)
<input type="checkbox"/> Public Utility Commission/Utility Regulatory Authority	<input type="checkbox"/> State Chief Information Officer (or designee)
<input type="checkbox"/> State Administrative Agency (SAA)	<input type="checkbox"/> National Emergency Number Association (NENA) chapter
<input type="checkbox"/> State Chief Financial Officer	<input type="checkbox"/> Other Applicable Entities (examples):
<input type="checkbox"/> Executive and Legislative Branches	<input type="checkbox"/> Board of Regents or Other higher education board organizations
<input type="checkbox"/> Governor's Office	<input type="checkbox"/> Boarding States' SWIC
Public Safety/Public Service Entities:	<input type="checkbox"/> Communication Industry
<input type="checkbox"/> 911 Offices	<input type="checkbox"/> State Government representatives
<input type="checkbox"/> Local: State, Federal, Tribal	<input type="checkbox"/> Geographic information system organizations
<input type="checkbox"/> Emergency Management	<input type="checkbox"/> Local Government representatives
<input type="checkbox"/> Local: State, Federal, Tribal	<input type="checkbox"/> Non-governmental organizations (NGO) specializing in disaster relief
<input type="checkbox"/> Emergency Medical Services	<input type="checkbox"/> Private industry
<input type="checkbox"/> Local: State, Federal, Tribal	<input type="checkbox"/> Public at large (citizen) representatives
<input type="checkbox"/> Private	<input type="checkbox"/> Regional Council of Government (RCOG)
<input type="checkbox"/> Fire Departments	<input type="checkbox"/> Tribal nation
<input type="checkbox"/> Local: State, Federal, Tribal	<input type="checkbox"/> Other national and/or state organizations
<input type="checkbox"/> Law Enforcement	
<input type="checkbox"/> Local: State, Federal, Tribal	

* If applicable, use appropriate box(es) for each discipline.
** If applicable, use appropriate box(es) for each discipline.
*** If applicable, use appropriate box(es) for each discipline.

Governance Body Composition - Please check all that apply	
<input type="checkbox"/> SIGB/SIEC is established in State law or through Governor's Executive Order	<input type="checkbox"/> SIGB/SIEC includes active representation of all relevant disciplines and levels of government.
<input type="checkbox"/> SIGB/SIEC has authority to make and enforce decisions	<input type="checkbox"/> SIGB/SIEC includes other local and regional intra-State emergency structures
<input type="checkbox"/> SIGB/SIEC charter is current and updated annually (as needed)	<input type="checkbox"/> SIGB/SIEC is the designated governance structure for the Statewide Public Safety Executive Board Network (SPSBE)
<input type="checkbox"/> SIGB/SIEC meetings are well attended (e.g., regularly attended by 75% of members)	<input type="checkbox"/> SIGB/SIEC facilitates regional coordination across emergency services
<input type="checkbox"/> SIGB/SIEC includes active representation of all relevant disciplines and levels of government.	<input type="checkbox"/> SIGB/SIEC is a current forum for all statewide programs, SPSBE/SIEC activities, and finding associated with interoperable and emergency communications
<input type="checkbox"/> SIGB/SIEC includes other local and regional intra-State emergency structures	<input type="checkbox"/> There are no identified and open lines of communication between SPSBE's office and Governor's Office/Executive Level staff
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<input type="checkbox"/> There are no identified and open lines of communication between SPSBE's office and Governor's Office/Executive Level staff	
<input type="checkbox"/> SIGB/SIEC facilitates regional coordination across emergency services	
<input type="checkbox"/> SIGB/SIEC is a current forum for all statewide programs, SPSBE/SIEC activities, and finding associated with interoperable and emergency communications	
<input type="checkbox"/> There are no identified and open lines of communication between SPSBE's office and Governor's Office/Executive Level staff	
<input type="checkbox"/> SIGB/SIEC facilitates regional coordination across emergency services	
<input type="checkbox"/> SIGB/SIEC is a current forum for all statewide programs, SPSBE/SIEC activities, and finding associated with interoperable and emergency communications	
<input type="checkbox"/> There are no identified and open lines of communication between SPSBE's office and Governor's Office/Executive Level staff	
<input type="checkbox"/> SIGB/SIEC facilitates regional coordination across emergency services	

Do you have a COMI utilization and oversight body at the SIEC advisory level?
- Yes, then the body have a Chairperson? Please provide the position and agency for this individual.

Partners/Agency: Click here to enter text.
If you do not want to include governing body? Click here to edit.
Which one? Click here to enter text.
Does the body have a Chairperson? Choose an item. If yes, please provide the position and agency for this individual.
Partners/Agency: Click here to enter text.
Does the body use an SCIPMS for qualifying and certifying individuals for COMI positions such as COMI, COMIAT? Choose an item.

Section 2: Status of Goals and Target Measurements

Check here if your State/Territory did not work towards any goals in your SCIP during 2016. Continue to Section 3 to report your key learning lessons and challenges.
Summarize the progress made over the previous calendar year toward achieving the strategic goals and target measurements identified in the SCIP, including completed goals. Please select the appropriate status position for each goal, describe the progress to date and the overall impact on interoperable emergency communications in the State/Territory. State information below may have been prepopulated from the data within your State/Territory's SCIP that was active during calendar year 2016. Note: If your State/Territory updated the SCIP during 2016, the goal included in this table are prepopulated from the SCIP that was active during the majority of the year. If applicable, please add any additional goals your State/Territory was working towards during 2016 that are not prepopulated below.

Table 2.1: Status of Goals and Target Measurements
**Indicates disrupted/disabled/unstable status

#	Goal	Status of the Goal	Progress to Date	Impact	Proposed Target Measurements
1.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
2.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
3.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
4.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	

#	Goal	Status of the Goal	Progress to Date	Impact	Proposed Target Measurements
5.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
6.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
7.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
8.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
9.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
10.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
11.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	
12.		Choose Status	[I]ncomplete the progress made in the past year against the goal?	[I]ncomplete the assessment, challenges, best practices, or lessons learned in implementing the goal?	

#	Goal	Status of the Goal	Progress to Date	Impact	Proposed Target Measurements
13.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
14.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
15.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
16.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
17.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
18.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
19.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
20.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	

#	Goal	Status of the Goal	Progress to Date	Impact	Proposed Target Measurements
21.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
22.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
23.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
24.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
25.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
26.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
27.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
28.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	

#	Goal	Status of the Goal	Progress to Date	Impact	Proposed Target Measurements
29.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
30.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
31.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
32.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
33.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
34.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	
35.		Choose Status	<i>[Describe the progress made in the past year against the goal]</i>	<i>[Describe the assessment, challenges, best practices, or lessons learned in implementing the goal]</i>	

Section 3: Key Accomplishments and Challenges
3.1 Key Accomplishments/Challenges Stories

In this section, provide any examples of accomplishments or challenges that took place within your state that have not previously been noted. Each example should have occurred in 2016 and had an impact on interoperable and emergency communications within the State/Territory. You may choose more than one type if the example pertains to multiple categories within the interoperability continuum.

Table 3.1: Key Accomplishments/Challenges
*Table includes dropdown and fillable boxes.

Accomplishment/Challenge	Type	Example
Choose Type	Choose Type Choose Type	
Choose Type	Choose Type Choose Type	

Choose Type	Choose Type Choose Type	
Choose Type	Choose Type Choose Type	
Choose Type	Choose Type Choose Type	

Table 3.2: Additional Assistance

Any additional comments or insights on what type of assistance you may need to move your goals forward?
Choose an item. <i>[Please explain]</i>