

**HazCollect Follow-On Operational Test & Evaluation (FOTE)
Sites / Emergency Managers Meeting Minutes
September 4, 2008**

Attendees:

WFO Pittsburgh, PA: Rich Kane, Joe Palko
Southern Region: Janice Bunting, Terry Weaber
WFO Tallahassee, FL: Paul Duval, Tony Freeman
Central Region: Mike Hudson
WFO Paducah, KY: Rick Shanklin, Chris Compton
WFO Norman, OK: Rick Smith
Western Region: Craig Schmidt
WFO San Francisco, CA: David Reynolds
WFO Anchorage, AK: Sam Albanese
WFO Honolulu, HI: James Weyman, Raymond Tanabe

OPS24: Jae Lee, Bert Vilorio
OS51: Herb White, Art Kraus
OST11: Steve Pritchett

Daviess County, KY EM: Walter Atherton
Anchorage, AK EM: Vince McCoy
Hawaii EM: Tom Simon

On Thursday, September 4, 2008, the National Weather Service Test & Evaluation Branch (OPS24) hosted the HazCollect Follow-on Operational Test & Evaluation (FOTE) Sites/Emergency Managers (EM) Kickoff Meeting. The purpose of the meeting was to inform the FOTE test sites and their participating local emergency managers about the upcoming FOTE testing. During the meeting, the following items were discussed:

1. Introduction
2. System overview
3. System status/schedule
4. Pre-test requirements
5. Planned test activities - on and off site
6. Questions/answers

Herb White presented the HazCollect overview including the general message data flow. Jae Lee presented the test schedule; FOTE starts September 15 through December 5, 2008. The starting test dates for the FOTE sites are:

- WFO Paducah (PAH) at Paducah, KY (Sept 15, 2008 - Dec 5, 2008)
- WFO Pittsburgh, PA (PBZ) at Moon Township, PA (Sept 30, 2008 - Dec 5, 2008)
- WFO San Francisco at Monterey, CA (Oct 6, 2008 - Dec 5, 2008)
- WFO Honolulu, HI (HFO) at Honolulu, HI (Oct 21, 2008 - Dec 5, 2008)

- WFO Anchorage, AK (AFC) at Anchorage, AK (Oct 28, 2008 - Dec 5, 2008)
- WFO Tallahassee, FL (TAE) at Tallahassee, FL (Nov 4, 2008 - Dec 5, 2008)

Jae Lee mentioned the System Test (ST) is scheduled to start on Tuesday, September 9, 2008 using test systems at NWSHQ. The ST must be successfully completed prior to the start of the FOTE. The result of the ST will be discussed at the FOTE Readiness Review meeting which is scheduled for Thursday, September 11, 2008.

Bert Viloría presented the pre-test requirements and planned test activities for both FOTE site personnel and their local emergency managers. Planned test activities will include end to end dissemination, message correction/update handling, HazCollect mode server tests, national message testing, and performance tests.

Raymond Tanabe inquired as to how WFO Honolulu AWIP/CRS configuration is going to be verified as configured and ready for the test. Herb White responded that the WFO Honolulu AWIPS should already be configured to handle incoming HazCollect products. Additionally, Jae Lee added that Mike Moss (OPS21) will be asked to verify AWIPS and CRS configurations prior to the start of the FOTE at each site.

Tom Simon (State of Hawaii, Civil Defense Emergency Management) inquired as to possibly participating in the DMIS OPEN API interface demonstration, currently only planned at WFO San Francisco, CA during the FOTE. Tom indicated they are working with the same contractor (Hormann America) and would like to be involved in the verification. Jae Lee suggested that Tom join in a previously-planned meeting on Monday September 8, 2:00 PM EDT with OPS24, Herb White, Craig Schmidt, Art Botterell, and Hormann America. Tom had subsequently indicated that he will participate in the meeting.

Janice Bunting had some concerns about the national testing including setup, configuration, and message coverage. Herb White responded that the state test message(s) will be sent to the selected state counties, including counties from nearby states that are serviced by the designated FOTE test office. He also reiterated that each of the field offices should have already been configured for state messages per national message testing from the previous Operational Acceptance Test (OAT).

Bert Viloría reminded the group of the FOTE Readiness Review Meeting on Thursday, September 11, 2008, 2pm EDT.

Action Item #1:

In addition to these minutes, OPS24 will distribute the presentation materials to all meeting attendees. Additionally, the AWIPS Information Note and the CRS Information Note will be distributed to the FOTE test sites.