

**FOC HazCollect Operational Test & Evaluation (OT&E)
Test Readiness Review Meeting Minutes
Feb 16, 2010**

Attendees:

WFO Pittsburgh, PA: Rich Kane, Joe Palko
WFO Albuquerque NM: Shawn Bennett, Kerry Jones
 Central Region: Gregory Noonan
WFO Paducah, KY: Rick Shanklin
 Western Region: Craig Schmidt
WFO San Francisco, CA: Tom Evans, Wayne Bailey
WFO Sacramento, CA: Kathy Hoxsie, Sheila Deiotte
WFO Anchorage AK: Sam Albanese
WFO Honolulu HI: Raymond Tanabe

 CIO12: Susan Murphy
 CIO13: Walter Mussante
 CIO14: Odon Dario
 OPS21: Michael Moss
 OPS24: Jae Lee, Bert Vilorio
 OS51: Herb White
 OST11: Steve Pritchett
NWSEO Rep: Michael Dion

 Mercer County, PA: Debbie Hartley
 Daviess County, KY EM: Walter Atherton
 Santa Fe NM: Joyce Purley
Contra Costa County, CA EM: Katherine Hern
 Hawaii EM: Tom Simon
 DHS/DMIS: Rick Hauschildt
 DMIS: Kirby Rice

 NCF (contractor): Brian Rapp
Alerting Solutions: Tomer Petel
Prism (contractor): Craig Donahue, Jim Buchman

On Tuesday February 16, 2010, the National Weather Service Test & Evaluation Branch (OPS24) hosted the Full Operating Capability (FOC) HazCollect Operational Test & Evaluation (OT&E) Test Readiness Review Meeting.

The purpose of the meeting was to verify the readiness of the HazCollect system in preparation for the upcoming OT&E scheduled for February 17-March 26, 2010. During the meeting, the following items were discussed:

1. System status

Steve Pritchett announced to the group that the System Test has been successfully performed and concluded on Feb 4th, 2010. A successful System Test is a prerequisite prior to the start of OT&E. Steve added that the HazCollect is now ready, with minor dissemination setup, for the start of the OT&E on Feb 17, 2010. A pre-OT&E call-in at 9:30am EST on Wednesday Feb 17, 2010 has been scheduled for all the dissemination path point of contacts to confirm availability.

2. Agenda

Bert Viloría went over the list of required prerequisites including successful ST completion, test trouble report (TTR) status, and system setup configuration. Prism (contractor) provided the Version Description Document (hardcopy) and stated that they will provide the electronic copies of both the description document and the HazCollect System Administration Manual to the OT&E test team via email.

WFO HFO confirmed that their installation of the AWIPS OB9.2 with NWRWaves has been delayed (due to weather conditions) and is currently schedule to install the build on Feb 18, 2010 prior to the scheduled OT&E start on Feb 22, 2010. Raymond Tanabe (WFO HFO WCM) added that the installation could again be delayed and thus affecting the start of OT&E at WFO Honolulu HI. Raymond Tanabe agreed to notify the OT&E test team as soon as any delays are imminent.

Bert Viloría confirmed that the OPEN API demonstration will be performed using the Alerting Solutions 3rd party software client with Contra Costa County, CA. However, Tom Simon (State of Hawaii EM) clarified that the state of Hawaii will not be able to participate in the 3rd party client demonstration due to their inability to acquire required licenses and/or purchase required software in order to do the test.

Tomer Petel (Alerting Solutions) stated that they will be sending, using their 3rd party OPEN-API compliant client, an automated test ADR messages (DMIS status value = Test) every Wednesday. These messages will not be disseminated past the HazCollect server. However, the group also agreed that after the OT&E is started for WFO Sacramento and WFO San Francisco/Monterey CA on March 2, 2010, then the weekly automated test will now set the DMIS status field to Actual. Tom Evans (WFO MTR WCM) requested to know what the actual test product for this weekly test message.

Gregory Noonan (Central Region Regional POC) expressed concern that on the day (March 9th) when the National Message Test is scheduled, a Kansas State Drill for Tornado Awareness will be performed at 2:30pm EST. The National Test is scheduled to be sent @ 2:15pm. The group recommended that Greg provide prior notification to the OT&E test team (at least 12:15pm EST on March 9th) so that the state of Kansas can opt not to participate in the National Test.

The group agreed that the OT&E will proceed as scheduled. **The OT&E will start on Wednesday Feb 17, 2010 through Friday March 26, 2010.**

Action Items

1. Prism will provide electronic copies, via email, of the HazCollect Version Description Document and the HazCollect System Administration Manual.
2. OPS24 will provide Tom Evans (WFO MTR WCM) the product used for the weekly test performed by Contra Costa County EM using 3rd party client software.
3. OPS24 will provide Rick Hauschildt with the list of EM COGs and test COGs for use during the OT&E.