Subject: Assignment of MPSCS Event Talkgroups

Date Issued or Revised: 15 March 2023
Date Review:

3.1.9 Assignment of MPSCS Event Talkgroups

I.   Subject and Purpose
        The purpose of this policy is to define and implement procedures regarding the assignment
        of Michigan Public Safety Communications System (MPSCS) Event Talkgroups.

II.   Procedures and Guidelines
        All efforts will be made to fulfill requests for Event talkgroups assigned to public safety
        emergencies.

        Event Talkgroups are for short duration events that typically last less than 24 hours.
        Requests for Event Talkgroup assignments longer than seven (7) will be rejected without
        prior approval by the NCC Manager or NCC Supervisor.

        The member agency must first confirm local talkgroups, i.e.; SPEV, COM, EMER, etc, are
        not available to the agencies responding to the incident prior to requesting a Special Event
        talkgroup.

        A written communications plan shall be submitted (ICS 205 form) with the Event Request
        Form when more than one Event talkgroup is requested for an event or incident. The
        communicationsplan will identify the use of the additional talkgroups within the event.

        Communications plans involving more than one Event talkgroup shall reference the
        National Incident Management System (NIMS) guidelines when developing the plan.

        The member must consider the possibility of escalation of an event when the Event
        Request Form is submitted. This could affect the number of Event talkgroups requested.

        The table below defines the authorized groups for the Event Talkgroups:

Zone/Channel	Authorized Groups	Encryption
G – Event01-Event15	All Public Safety	Strapped Clear
H – Event16-Event30	All Public Safety	Strapped Clear
I – Event31-Event46	Law Enforcement Only	Selectable/DES-OFB-CKR152
J – Event47-Event61	All Public Safety	Selectable/DES-OFB-CKR152
K – Event63-Event78	All Public Safety	Strapped Clear
L – Event79-Event94	All Public Safety	Secure Only/AES-256-CKR212

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The following procedure shall be followed when a member agency requests an Event talkgroup:

    A. Member identifies the need for an Event talkgroup.

    B. Member verifies that no local talkgroups (SPEV, COM, EMER, etc.) are available for the event.

    C. Member completes an MPSCS Event Request Form.

        • Form is available at www.michigan.gov/mpscs

    D. Member submits the MPSCS Event Request Form to the NCC via email.

        • A written communications plan must be submitted with the MPSCS Event Request Form when requesting more than one talkgroup.

        • Email: mpscs-ncc@michigan.gov

    E. NCC notifies the member of the assigned talkgroup.

    F. Member uses the assigned Event talkgroup for the event. Member will contact the NCC if the event concludes before the end date listed on the Request Form.

    G. NCC disables the Event talkgroup according to Request Form and returns it to the pool for use by another member agency.

III.   Emergency Use

    A. If an Event Talkgroup is requested due to an emergency such as an active shooter, missing person, etc.; members are instructed to contact the NCC via phone to request an urgent talkgroup assignment. Once the talkgroup is assigned, the member will need to stay on the line to provide the same information required on the Event Request Form.

IV.   Responsible Party

    A.   Contact for Questions
           Network Communications Center
           Network Communications Center Manager

    B.   Phone and Email Addresses
           517-333-5050 - NCC
           MPSCS-NCC@michigan.gov

V.   Applicable Forms
           MPSCS Event Request Form
           Incident Radio Communications Plan (ICS 205)

VI.   Termination or Review Responsibility
           MPSCS Director