


*Note: These minutes are a draft and are not to be considered official until approved at the next meeting.*

	<p><b>Iowa E911 Communications Council Meeting</b>  <b>Thursday, August 10, 2017</b>  <b>West Des Moines City Council Chambers</b>  <b>West Des Moines, Iowa</b></p>
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**Call to Order**

Chair Ray called the meeting to order at 9:02 a.m. A quorum was determined from the roll call as indicated below.

**Roll Call**

	Representative	Attendance
Iowa Association of Public Safety Communications Officers (APCO) <b>Secretary</b>	Sally Hall	Present
alternate	Cara Sorrells	Present
Iowa Chapter of the National Emergency Number Association (NENA)	Charles McClintock	Present
alternate	Kirk Hundertmark	
Iowa Geographic Information Council	Lawrence Hartpence	Excused
Alternate	vacant	
Iowa State Sheriffs & Deputies Association (ISSDA)	Robert Rotter	Present
alternate	Dean Kruger	
Iowa Peace Officers Association (IPO)	George Griffith	Present
alternate	Sandy Morris	
Iowa Professional Firefighters (IAPFF)	Mike S. Bryant	Present
alternate	Doug Neys	
Iowa Firefighters Association (IFA)	Mark Murphy	Excused
alternate	Tom Berger	Present
Iowa Emergency Managers Association (IEMA)		
<b>Vice-Chairperson</b>	Bob Seivert	Present
alternate	Jo Duckworth	
Iowa Department of Public Safety (IDPS)		
<b>Chairperson</b>	Steven P. Ray	Present
alternate	Adam Buck	
Iowa Emergency Medical Services Association (IEMSA)	Rob Dehnert	Excused
alternate	Paul Andorf	
Iowa Telephone Association <15,000	Jack DeAngelo	Present
alternate	Pat Snyder	
Iowa Telephone Association >15,000	James Chambers	Present
alternate	Wayne Johnson	
Cellular Providers	Steve Zimmer	Absent
alternate	Bill Tortoriello	Excused
PCS Providers	Joe Sargent	Absent
alternate	vacant	
Auditor of the State, Ex-Officio member	Bernardo Granwehr	Absent

**Staff:**

Blake DeRouchey, E911 Program Manager	Present
Samantha Brear, E911 Program Planner	Present

**Guests:**

David Kaus, Retired	Diane Sefrit, SCI
Dennis Denton, SCI/Adair County	Fred Himburg, TriTech Software System
James Lundsted, DHS-OEC	Josh Humphrey, Iowa County EMA
Terry Brennan, RACOM	Brent Long, Polk County Sheriff's Office
Jon Paoli, HSEMD	Doug McCasland, Warren County 911
Lynn Tazzioli, Westcom	Brian Magdwell, Westcom
Chris Maiers, ISICSB SWIC	Curtis Pion, Polk County Sheriff's Office
Terry McClannahan, Dallas County Sheriff's Office	

**Guest present by teleconference:**

Brenda Vande Voorde, Fayette County 911  
Stacey Gross, GeoComm  
Jennifer \_\_\_\_\_,  
Amanda Roush, Story County 911

Caitlin Jarzen, Iowa Communications Alliance  
Bobbie Wells, Sac County  
Greg Brooks, Synergem Technologies  
Eric Vaughn, Perry PD

**Introductions**

Chair Ray welcomed everyone. Board members and those in attendance introduced themselves.

**Approve the Minutes**

Motion by George Griffith, seconded by Rob Rotter to approve the minutes of the July 13, 2017 meeting. All ayes. Motion passed.

**Approve the Agenda**

Motion by Mike Bryant, seconded by Rob Rotter to add filling officer vacancy to the agenda. All ayes. Passed.

Motion by Mike Bryant, seconded by Rob Rotter to approve the agenda with the addition. All ayes. Motion passed.

At this time Chair Ray presented to retired 911 council member Dave Kaus a plaque of appreciation for his 20 years of service on the 911 Communications Council.

**State of Iowa Administrator Reports (Blake DeRouchey)**

**911 Program Financial Reports**

Copies of the quarterly financial report, quarterly payments to PSAPs and Text to 911 map were distributed.

Mr. DeRouchey – The quarterly report for the period in between April and June. It does include the end of the fiscal year as best that we can capture that at the time when the report was run. A couple of lines were added to the surplus summary. In total we paid just over \$4 million in consolidation grants. The way Chapter 34A is written \$289,914.93 was left out of the \$4.4 million. The remaining amount was divided equally between 113 PSAPs which amounted to \$2,645.26. Those checks should be in the mail. The amount did not divide equally so \$0.55 was transferred to the Operating Surplus. There’s about \$10.4 million available in the operating surplus. That’s the line that we kind of have in mind for use of capital investment in the wireline and wireless merging. The RFP is available now.

Quarterly payments worksheet is what each PSAP received. Of note this is the second quarter we have done this. Mills County only received 65% of the dollar amount listed because they still have not submitted their FYE 2016 data collection sheet.

<b>Quarter 4, Fiscal Year 2017 Wireless Expenditure Report</b>			
<b>Quarterly Revenues Summary</b>		<b>Quarterly Expenditures Summary</b>	
Wireless Surcharge	\$ 6,709,981.71	Wireless Service Providers 10% of the fund \$913,854.86	\$ (174,856.70)
Interest	\$ 32,512.21	Network Costs (TCS, ICN, GeoComm, Aerial Photography, Text to 911)	\$ (1,765,070.36)
Prepaid Card Revenue	\$ 598,152.96	PSAP Funding 60% of Total Surcharge	\$ (4,384,880.80)
<b>Total Revenue</b>	<b>\$ 7,340,646.88</b>	<b>Total Expenditures</b>	<b>\$ (6,324,807.86)</b>
<b>Total Surcharge</b> (excluding interest)	<b>\$ 7,308,134.67</b>		
<b>HSEMD Funding</b>	<b>\$ (62,500.00)</b>		
<b>Amount transferred to Operating Surplus</b>			<b>\$ 953,339.02</b>

<b>Operating Surplus Summary</b>		
Previous Quarter Total Funds in Operating Surplus		\$ 16,329,320.53
SFY 17 Operating Surplus Revenue from previous quarter	\$ 1,347,520.47	
SFY 17 YTD Operating Surplus Revenue	\$ 6,144,953.85	
<b>Quarterly Operating Surplus Expenditures</b>		
<b>SFY 17 YTD Total Grants Approved</b>	<b>\$ 4,031,335.97</b>	
SFY 17 YTD Grants Paid	\$ (4,031,335.97)	

Q4 SFY17 Total Grants Paid		\$ (3,066,785.45)
SFY 17 grant funds remaining	\$ (298,914.93)	
SFY 17 grant funds lump sum payout to PSAPs		\$ (298,914.93)
Remainder of \$4,400,000 to transfer into Operating Surplus		\$ 0.55
<b>Total Funds In Operating Surplus (Current Quarter)</b>		<b>\$ 13,916,960.27</b>
<b>Total Unobligated Funds in Operating Surplus</b>		<b>\$ 10,416,960.27</b>

<b>Future/Ongoing NG911 Projects</b>			
<b>(Multi-year projects)</b>	<b>Projected</b>	<b>Obligated / Encumbered</b>	<b>Expended</b>
Catastrophic Network Failure	\$ 3,500,000.00	\$	\$
Network Capacity Increase	\$ 3,675,000.00	\$ 1,911,737.05	\$ 1,763,262.95
NG911 GIS Project	\$ 8,275,000.00	\$ 6,536,698.00	\$ 1,738,302.00
NG911 Statewide Imagery Service	\$ 1,500,000.00	\$ 208,288.63	\$ 1,291,711.37
Text to 911	\$ 1,587,012.87	\$ 1,090,621.80	\$ 496,391.07
Travel/Public Education	\$ 100,000.00	\$	\$ 69,749.10
LMR Radio	\$ 8,300,000.00	\$	\$ 8,300,000.00
<b>Totals</b>	<b>\$ 26,937,012.87</b>	<b>\$ 9,747,345.48</b>	<b>\$ 13,659,416.49</b>

Mr. Seivert – Where does the interest go?

Mr. DeRouchey – The interest ultimately goes back into the operating surplus.

Program Update/NexGen 911 Update

Mr. DeRouchey – The Text to 911 update. We currently have 77 PSAPs capable of receiving Text to 911. The caveat remains that they might be in various phases of testing with the wireless providers. Green means that you have established connectivity with Verizon and they are working their way through the rest of that process. They may be able to receive all of the carriers or they might be with Verizon so far. Most of those other counties are scheduled as well. We are still on track to be done with the project by the middle of October when those contracts expire with CPE providers.

We did decide to move the Governor’s press conference until the middle of October when there are more PSAPs integrated.

Another reminder, we have asked for all of the service plans and bylaws to be updated submitted by January 1<sup>st</sup> to reflect all of the changes passed in SF500. It would also be a good time to review the service plans and bylaws to make sure they reflect reality.

I wanted to bring up a report that Nebraska commissioned that really affects the five PSAPs along the western Iowa and eastern Nebraska border. There were some high profile misroutes and mistransfers. So the Nebraska Public Utilities Commission decided to hire a vendor to do some study about call routing along the border. All of the test calls were made in Nebraska within a mile of the border. That report has been released. I am working with western Iowa PSAPs to make any improvements that were found on that report. There were both technological issues meaning towers might need to be examined. Maybe pointing different sector bases to different PSAPs but also double check some of the operational training or what is programmed into the CPE for transfer is part of that process as well.

The Federal Government – Congress – both the Senate and the House have passed a version of Kari’s Law. This is for MLST (Multi-Line Telephone System) lines in hotels, businesses, etc. Often you have to dial 9 to get out. Kari’s Law makes it when you dial 911 to get to a PSAP directly and make illegal to have that 9 as a prefix to get out of the building. That was named after a young girl who tried to call 911 as her parents were being assaulted and couldn’t get out because she didn’t know that she had to dial 9 911. Right now the language in the two bills differ. They have to marry up the language of the two bills but it sounds like that probably will pass. In talking with our legislative liaison, I don’t think we will have to do anything in Chapter 34A. That really mirrors it. If the Federal government does it. It will fly in Iowa. I may have to send out some notification. We shouldn’t have to anything to clean up our code language to make that happen.

Because it is a new fiscal year the \$100,000 for the Council's travel, statewide training, statewide public education has reset. Again with the policy that we passed last year if you are interested in any over the top training you just need to get it on the agenda for this council meeting and vote to be approved.

#### New 911 Council Logo

Mr. DeRouchey – A small group came up with the recommended logo. We did debate multiple colors – red, blue, yellow and everything in between. We decided we liked cleaner look. We looked at maroon red first and then decided we liked the blue. What you see in front of you is what the group came up with. Motion by Rob Rotter, seconded by Mike Bryant to make the recommended logo the official logo for the 911 Council. All ayes. Passed.

#### **Reports of Officers, Boards and Standing Committees**

##### Technical Advisory – open comments of interest from our technical/telecommunication partners

None

##### Interoperability Governance Board – Iowa Statewide Interoperable Communications System Board (ISICSB) – Chris Maiers

Mr. Maiers – I wanted to recognize Josh Humphrey as a new COML. Mr. Humphrey will be recognized at the ISICSB meeting today.

Last month the ISICS Board passed a policy to support the NENA i3 Standard for Next Generation 911. It is very similar to the policy that you passed. Outreach to local county sheriff's offices, police and fire departments has been on going. A lot the discussion has been on how do you interface with ISICS. What their needs are. A lot of time is spent basically listening to what their concerns are. Every county has a different set of needs, wants and desires and also concerns. As the SWIC I'm taking it to heart that I need to address those and make sure they're heard and not forgotten. The goal is to implement those needs and concerns into a policy if we can. If we cannot, we are going to take them to the national stage for standards integration. We have found that a lot of the standards for LMR network don't necessarily coincide with one another or they are incomplete. We are going to be bringing forward some standards policies today. One will involve system login naming. Variances and waivers will be the second and maintenance of names and alias will be the third.

There will be some more discussion of the ISSI and Encryption – I have been doing a lot of investigation. I have found where the ISSI is useful in some areas under certain conditions. As the SWIC I'm still unsure whether or not it would be a good solution for Iowa. Issues with it are wide ranging from the scale and scope of the network.

The Encryption Task Group is something I have been working on this last month. The needs and the potential uses of encryption on the statewide LMR network. I'm assembling a group of individuals with different back grounds and different areas of the state they serve. Going to take a very pragmatic approach to it.

WISE (WIFI Internet for School Emergencies) that report has been drafted and sent to DPS Commissioner. There is a lot of potential to enhance school safety by adding law enforcement presence with absolutely no cost. Law enforcement personnel will drive up to the school, upload their dash cam video and then go about the rest of their shift.

##### U.S. Dept. of Homeland Security-Office of Emergency Communications – Jim Lundsted

Mr. Lundsted – I would encourage you in the time of heighten political tensions in the world to be considering what are your contingent communications plans. We all know the potential damages to networks whether wireline, wireless, Ethernet, public or private in the event of a wartime incident could be significant. An acronym that I use every day in my planning. What is your primary, alternate, contingent and emergency communications plan? For both your PSAP and your family. It is a good thing to always being thinking about that next step.

##### Legislative Issues

Mr. Seivert – Iowa Utilities Board deregulated all telephone service in Iowa. What that's going to do and what impact that is going to have I don't know but stay tuned. I think 911 will definitely be affected in some ways.

Legislatively I thought after the last session I was hoping we could coast for a couple of years and then I read the administrative rules where there was some language issues that instead of being resolved at the

administrative level got kicked back for a legislative fix. So with the network that Blake is discussing for implementation next year....the bids are going to be opened on September 1<sup>st</sup>. I imagine that is going to be a legislative issue as well. So we won't rest next year. We'll have Chapter 34A open. As we all know when Chapter 34A gets opened some of the legislative items that weren't addressed or passed last year that people seem to drop may get brought back up. It will be another interesting year.

### **Items for Discussion**

Chair Ray – We have a request from Iowa APCO for training funds for the fall conference in the amount of \$4,000.

Mrs. Sorrells – This will be on October 4<sup>th</sup> in conjunction with Iowa NENA which is October 3<sup>rd</sup>. The subject matter is The Healthy Dispatcher, talking about dispatch resiliency and mental health. We will notify all dispatchers in Iowa and we generally get about 150 people in the fall and NENA gets about 100.

Motion by Hall, seconded by McClintock to approve Iowa APCO's request of \$4,000 for training at the Fall Conference on October 4, 2017. All ayes. Motion passed.

Election of Officers – Mr. Bryant. I'm not opposed to Bob filling in but technically we don't have a Vice Chair. A quick review of the bylaws if there is a vacancy the board would have an election. I think this would be a cleaner way to move forward.

Chair Ray – Is there any one here on the Council that would be willing to step up and take over a chair permanently until the next election? I guess the thought process behind that was it would allow some time for people to think about and not have it thrown at them. There was one instance would Bob and I both were gone and Sally you took over as being secretary.

Mrs. Hall – And that is according to Robert's Rules of Order.

Chair Ray - One place I would leave this at with the discussion that we are having today, leave that to Bob but perhaps put that on the next agenda. If someone would like to move ahead and make a motion to go ahead and elect a permanent chair and it would become effective at that meeting.

Mr. Bryant – If your term is up at the end of this year. Maybe it's just important if we figure out someone who wants to be vice chair.

Chair Ray – I had discussed how long his tenure will be on the Council. I'm assuming if we did have somebody that would be willing to step up by the next meeting or subsequent meetings before the end of the year that Bob would be willing to remain as vice chair until he's left his tenure. Unless anyone wants to take some official action today I certainly feel with some more thought this is something that you all can come to some decision in the near future.

Mr. McClintock – When is the next election?

Chair Ray – My term will end in December.

Mr. Seivert – Mr. Chair my thought would be that at the September meeting if you're absent I could assume the position as chair and then we could vote for a vice chair to fill until the elections in December.

GIS Grants – Dubuque County request of \$15,000. Updating of the NG911 GIS data to maintain the 98% threshold to include read centerlines, address points, ESN zones, fire and ambulance districts and city boundaries.

Bremer County request of \$3,600. Contract with GeoComm for ongoing maintenance of the NG911 required data layers working in concert with the County GIS staff.

Muscatine County request of \$15,000. Contract with the local GIS provider Muscatine Power and Water and the MAGIC GIS System to continually update all GIS, MSAG and ALI data. Configure that into the Shieldware CAD and GeoComm mapping systems.

Decatur County request of \$7250. Contract with GeoComm for software support services and GIS maintenance services.

Motion by Mr. Seivert, seconded by Mr. Berger to recommend the grants for approval. All Ayes. Motion passed.

**Unfinished Business**

None

**Travel Requests**

None

**Business from the Floor / 911 Issues at the PSAPs**

At this time Vice Chair Seivert presented to Chair Steven Ray a plaque of appreciation for his 10 years of service on the 911 Communications Council.

Chair Ray – Again this is my last meeting and I want to wish the Council all the best in your future endeavors. I just started my 38<sup>th</sup> year of continuance year in this business, I can tell you when I walked in Sheriff's Office in Boone back in December of 1988 soon to be 18 years old. A lot of deputies that had big eyes. This kid is our life line. But I quickly proved them all wrong. I can tell you today as a manager of almost 11 years I couldn't sit down and do what my staff does today. I know how to get from point A to point B. I have a tremendous amount of respect for our telecommunicators statewide that deal with 911, radio, emergency services and everybody in public safety from peace officers to firefighters to our emergency medical personnel. It has been a great career. I haven't regretted spending all of my adult life in this business. The time has come for me to move on and do other things that are of great importance to me and that's why I'm leaving. Two weeks from today will be my last day as a state employee but I want to wish you all the best. I hope this council continues with success. I hope that your funding remains and you guys will succeed and you will always be an important part to me. I bid you all farewell. Thank you.

**Announcements**

The next meeting will be on Thursday, September 14, 2017 at 9:00 a.m. in the West Des Moines City Hall.

There being no further business Chair Ray adjourned the meeting at 9:40 a.m.

Respectfully submitted,

Sally Hall, Secretary