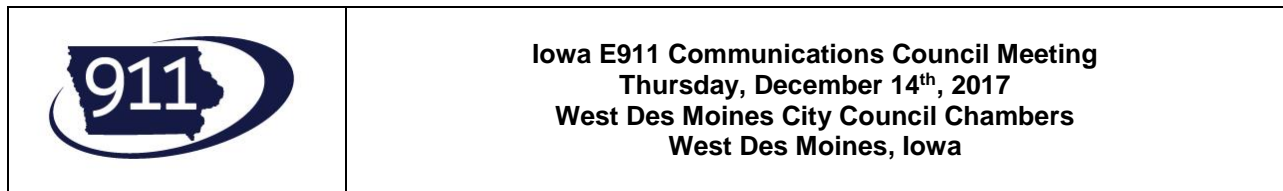


Note: These minutes are a draft and are not to be considered official until approved at the next meeting.



Call to Order

The Council was called to order by Cara Sorrells at 9:00 A.M. as they were without a Chair for the meeting. Sorrells asked for a motion to appoint Sheriff Rob Rotter as Chair pro tem. Mike Bryant made a motion to appoint Sheriff Rotter as Chair pro tem and his motion was seconded by Jo Duckworth. The motion carried with none opposed. A quorum was determined from the roll call.

Roll Call

	Representative	Attendance
Iowa Association of Public Safety Communications Officers (APCO) Secretary	Sally Hall	Excused
alternate	Joe McCarville	Present
Iowa Chapter of the National Emergency Number Association (NENA)	Tracey Bearden	Excused
alternate	Cara Sorrells	Present
Iowa Geographic Information Council	Lawrence Hartpence	Present
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	Excused
Iowa Professional Firefighters (IAPFF)	Mike S. Bryant	Present
alternate	Doug Neys	
Iowa Firefighters Association (IFA)	Mark Murphy	Excused
alternate	Tom Berger	
Iowa Emergency Managers Association (IEMA)	Bob Seivert	Excused
alternate	Jo Duckworth	Present
Iowa Department of Public Safety (IDPS)	Gerard Meyers	Present
alternate	Adam Buck	
Iowa Emergency Medical Services Association (IEMSA)	Rob Dehnert	Excused
alternate	Paul Andorf	
Iowa Telephone Association <15,000	Jack DeAngelo	Excused
alternate	Pat Snyder	
Iowa Telephone Association >15,000	James Chambers	Excused
alternate	Wayne Johnson	Present
Cellular Providers	Steve Zimmer	Absent
alternate	Bill Tortoriello	
PCS Providers	Joe Sargent	Absent
alternate	vacant	
Auditor of the State, Ex-Officio member	Bernardo Granwehr	Absent
Staff:		
Blake DeRouchey, E911 Program Manager		Present

Guests:

Diane Sefrit, SCI
Chris Maiers, ISICSB SWIC
Andy Buffington, Hancock County 911
Doug McCasland, Warren County 911
Jamey A. Robinson, Mahaska County 911/EMA
Brian Flynn, Motorola Solutions
Mike Myers, CenturyLink
Catherine Engel, Iowa Senate Democratic Caucus
Terry McClannahan, Dallas County SO
Diana Richardson, RACOM

James Lundsted, DHS-OEC
Alice Fulk Wisner, Leg. Svc. Agency
Curtis Pion, Polk County SO
Jeff Anderson, Marion County EMA/911
Josh Stevens, Mahaska County EMA
Josh Humphrey, Iowa County EMA
Mike Lauer, ICN
Jason Hoffman, Carroll County Communications
Ethan Vanous, ISICSB
Brian Magdwell, Westcom

Guest present by teleconference:

Heather Hahn, Cerro Gordo County
Mark Van Hooser, Buena Vista County
Stacen Gross, GeoComm

Denise Pavlik, SECC
Amanda Roush, Story County 911

Introductions

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

Approve the Minutes

Chair Rotter asked for a motion to approve the previous meeting minutes. Motion by George Griffith, seconded by Mike Bryant to approve the minutes of the November 9th, 2017 meeting. All ayes. Motion passed.

Approve the Agenda

Motion by Lawrence Hartpence to approve the posted agenda. Second by Mike Bryant. All ayes. Passed.

State of Iowa Administrator Reports (Blake DeRouchey)

Blake DeRouchey began by advising there hadn't been a lot of changes to note. There is no change in the number of PSAPs with text to 911 since the last meeting. They still have five remaining without text to 911 and are working through various technological issues with those. Expect that number to be down to four by the next meeting.

This is the time of year that a lot of forms are due into Blake's office. They have a long way to go and they will be sending out an email reminder to the PSAPs. 50% have submitted the PSAP update form, 25% the Service Board Membership form, and only at about 10% for data collection. January 1st is the administrative deadline. The fiscal year you are reporting on ended six months ago so you should be able to complete those. The deadline that they start withholding funds is March. It gives them time to get the data in, look at it, see if it makes sense and see if any corrections are needed. It gives them and the PSAPs a buffer to make any necessary corrections. 20% have submitted their updated service plans and by-laws. There is quite a ways to go and an email reminder will go out of the forms due and their deadlines.

Blake was hoping to have the draft legislation back from the code editor complete with a temporary bill number. He hasn't gotten that back yet and as soon as he does and it is the version they are ready to submit he will get that out. There haven't been any changes from what was provided earlier, maybe a couple tweaks expanding some of the eligible items the local service boards can make payment on. That was based on feedback from the initial drafts that were sent out. It is basically broadening some terms to allow the service boards a little bit more leeway. He hopes to have the document out by Christmas. He presented at the Joint Public Safety Legislative Meeting a couple weekends ago. Most of the various organizations were represented there preparing for the legislative session and talking about various important bills they would be bringing or sponsoring/promoting. They didn't have a lot of questions as far as our legislative proposals. He did answer a couple questions and described it that a lot of the

organizations have bigger fish to fry than the 911 bill. The offer remains that if any organizations want any one on one type presentation they would be happy to provide that on the proposed legislation.

The deadline is this month for the physical consolidation grants for the year and most are aware that none were submitted. That seven million dollars that was allocated will be split amongst the 113 PSAPs in the state. This is also where the \$100,000 for council expenses (travel, training, public education) comes from. So depending on where that falls out the PSAPs should receive \$61,000-\$62,000 at the end of the fiscal year as a pass through as we zero out that seven million dollar allocation.

There have been some questions on the EMD portion of the shared services proposal. Power Phone was the company that Zetron brought forward. They are planning on doing some educational webinars about Power Phone. There are only a couple PSAPs that currently use this service. A lot of folks use Pro QA and are not familiar with Power Phone. It is a case where there is not a lot of information out there about them and EMD is one of the services we are talking about cost sharing with. The particulars have not been decided on how that will work yet but they wanted to get some education out there and record some webinars. That way educated and informed decisions can be made about either switching and having them cover some of the costs because you like Power Phone or staying with your current EMD service. They are working on getting that scheduled after the first of the year so be looking for that as well.

Wireless Carryover Funds PSAP GIS Grant Application Approvals

On December 8th, 2017 Blake emailed out the information on ten GIS grants he had received totaling \$148,044.40. They included Harrison County 911 for \$15,000, Maquoketa Police Department for \$15,000, O'Brien County 911 for \$14,500, Ringgold County Sheriff's Office for \$15,000, Audubon County Communications for \$13,544.40, Boone County Sheriff Communications for \$15,000, Buchanan County Sheriff for \$15,000, Carroll City/County Communications Center for \$15,000, Clay County PSAP for \$15,000, and Franklin County 911 for \$15,000. Motion made by Jo Duckworth to approve the GIS grants as presented. Second by Gerard Meyers. 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 advised the SAFECOM survey is still available until February 23rd. This is our chance to have our voices heard at the Federal Level on the state of emergency communications. If anyone needs the link to that survey let him know and he will get it to you. He will be reaching out to the approved users of the ISICS platform within the next couple weeks to talk about radio programming and associated items. The system is rapidly being built out and will be online before we know it. It is time to start thinking about radio programming and code plugs to make sure everybody has what they need to interoperate on that platform if they signed up already. His outreach to local counties and stakeholders continues. It's been very informative and so far he has been to 17 counties. They are making some progress but still have ways to go yet. He hopes to get that done in the next couple years. The encryption subcommittee met recently and it is their fourth meeting. They have had a meeting now with members of TR8.3 and this is the standards setting encryption committee with TIA. These are the people in charge of figuring out how P25 is supposed to work in an encrypted environment. They had representatives from Motorola, Harris and EF Johnson as well as the FBI and the Department of Homeland Security Office of Emergency Communications. They had a lot of feedback on where the standards sit now, where they are likely going in the future, and how we can well position ourselves to take advantage of those things. They are working on a draft of technical recommendations now for agencies that may be looking to use encryption on an interoperable network like ISICS. They are trying to make that technical recommendation as flexible as possible. They understand there are several different user needs out there and are going to be respectful to that.

RIC projects are also underway and all RICs have met on interstate interoperability or prisoner transports. The unique thing about the RICs, and this is why they like to use them as a springboard for ideas, is

during the transport meeting it was also said that they can also apply this to medical transport, mental health transports and a lot of other things as well. A lot of good is coming from these meetings already. The next set of meetings will be in January they will take the information they have been acquiring now and start rolling it into something concrete.

At the last ISICSB meeting an approved subscriber list was brought up and he would like to address that. They are working on that. There was a mention of a list existing on the ISICSB website but that is mainly for Phase 1 subscribers. ISICS is a Phase 2 network so it is the next step in that evolution of P25. On the old list there was a ton of subscribers on there but some of their testing had not been updated since 2010 and others were current as of 2016 for a Phase 1 environment. The caveat to that is that just because something works in a Phase 1 environment doesn't mean it will work in Phase 2. The downside of this is that they are not expecting something to be done with SAFECOM on the federal level until August of 2018 at the earliest. They will try to take this on themselves and try to come up with a subscriber list that will work for Iowa. This will not be an exclusive list or a restrictive list. They are going to try to keep the platform as open as possible. The intent of an interoperable network is to make sure everyone can use it. They will look at what are the core tenants of P25. Push to talk, live to listen, the roaming and things like that. These are the benchmarks that they will use. They are already in discussions with various manufacturers on once they have our list of desired features set up, sending the manufacturers that list and saying is this going to work for you guys. They expect for the most part to get yes's back but then at least they have some verification from those manufacturers that their devices will work on ISICS and they can post that on the website so that everyone can be informed. They hope to have a nice array of subscribers from all the manufacturers.

Lastly the National Governance Association is looking at having some meetings for interoperability. It is designed to be some pretty expansive talks and he is on the list as what could be considered a required attendee. He will be speaking with Blake and wants to make sure he gets the 911 Council's perspective on this environment that we are in now with emergency communications. They want to come forward and have a well-rounded and well representative stance when they are down at this meeting.

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

Mr. Lundsted advised he had two quick updates to reinforce what Chris Maiers covered. The SAFECOM survey they encourage you to take the time to give them feedback and help them understand as they complete the nationwide baseline capabilities assessment which that drives what will inform future grant guidance as well as policy for the National Emergency Communications Plan. So it's important that they have your voice so that they have a current understanding of the landscape not just interpreted by the feds.

You are also familiar on the FCC's recent taskforce on Optimal PSAP architecture. OEC has selected five states to begin working on one of the recommendations of the TFOPA which was the Emergency Communications Cybersecurity Center or EC3. One of your fellow Region 7 states has stepped up and asked to work with them on that. They anticipate that kicking off in 2018. The Federal government is kind of stutter stepping budgets right now so they don't have that yet underway. They anticipate that being a partnership with APCO, NENA, the FBI, the FCC and our National Cybersecurity Communications Integration Center (NCCIC). OEC will be spearheading that effort to develop an EC3 design. This is prototypical and if the myriad of states that have been selected represent the correct population bases we will probably have something by the 2020 time frame. The importance of understanding cyber and its potential impact on anything that touches the public web anywhere or public communications network really can't be overstated. They have had a lot of issues in one of our neighboring states recently with swatting and false calls and what it is like is a "whack a mole" chase. That is the best way to describe it. Once we get into true Next Gen we are going to have to spend a lot of time to manage what we touch so that we can be smart about it.

Legislative Issues

Mike Bryant expressed being cautiously pessimistic about any 911 legislation and that it opens up Pandora's Box for a lot of things to be looked at given that the seven million was not used for any physical consolidation. He states with the tightening of the state budget we should stay tuned.

Training Requests

On December 7th, 2017 Blake emailed out three requests for training. Heather Hahn with Cerro Gordo County is offering two courses with a cost of \$8,000 each for a total of \$16,000. The courses would be "Officer Down" and "Legal Liability/Ethics Training". Joe McCarville requested on behalf of Iowa APCO \$5,000 for two speakers for the Spring Conference. The first being Greg Young, an FBI Chaplain, on "How to be Resilient When Hearing So Much Trauma". The second being Ricardo Martinez of the #IAM911 movement on "Keep Broadcasting Your Message". The final request was from Mark Van Hooser with Buena Vista County for \$2,000 for a "Gold Line Success" class with Joe McCarville presenting. Sheriff Rotter asked for a motion on the APCO training request, with Joe McCarville abstaining. Lawrence Hartpence makes a motion to approve the APCO request. Seconded by Gerard Meyers. The APCO funding is approved with none opposed. Next Sheriff Rotter asked for a motion to approve the Buena Vista County training request. Joe McCarville also abstains from this motion; Gerard Meyers made a motion to approve the training request. Second by Jo Duckworth. This request also passes with none opposed. The final motion was for Cerro Gordo County's request. Jo Duckworth makes a motion to approve the training request. Second by Mike Bryant. Motion carries with none opposed.

Items for Discussion

The "See Something Say Something" campaign was discussed briefly. Blake stated he thought that Bob Seivert put that on for discussion. The minimal amount of feedback they have gotten is that if they need to say call 911 they don't think that will be a large amount of calls coming into the PSAP. They don't think it will be overly burdensome. He wanted to open it up to see if there were other concerns. Sheriff Rotter mentioned he hoped if they see something they call the county they see it happening in and also possibly the potential for training in this subject area along with the text to 911 training for dispatchers. While they try to keep PSAPs informed there may be some dispatch centers out there that are not aware of this program.

Sheriff Rotter mentioned that elections will be held in January and asked if there had been any candidates brought forward. Blake stated that Rob Dehnert expressed interest in staying on as Vice-Chair. Blake also stated that in the by-laws this is a three year term and elections are in January. Mike Bryant mentioned that he believed Bob Seivert would be retiring in the next year. Then the Vice-Chair may need to move up. They are looking for someone willing to make the commitment.

Unfinished Business

None

Travel Requests

None

Business from the Floor / 911 Issues at the PSAPs

Shawn Wagner, ISICSB stated he sent a message to Rob Dehnert about exploratory funding to do some updates here in West Des Moines. It wasn't too long ago we were not about to take calls from a conference line and here we are streaming live and interacting with people real time on conference calls. He put together a little proposal that he hopes we can co-fund between this Council and the ISICSB. The goal is to provide a couple of updates that would significantly enhance what we are doing out here with the video studio. You were talking about money earlier and what better way to spend it than where you use it. He thought we would all agree that the outreach that both groups have received through the use of this facility has been significant. The city is happy to hold us and there is no danger of us leaving here. We just saw an opportunity that maybe both boards could help provide some needed upgrades to their system. We can enhance this facility and enhance the user experience with what we are doing here

Mike Bryant had a question about the Council members attending training. He asked if it takes a travel request ahead of time to attend. It does during the travel request portion of the agenda. There was also a brief discussion by Blake about a couple questions concerning if attendees would be paid travel expenses under the training funds. This is different than the council members which are already in the system and can be reimbursed for mileage. At this time attendees will not be reimbursed for those costs.

Announcements

The next meeting will be on Thursday, January 11th, 2018 at 9:00 A.M. in the West Des Moines City Hall.

George Griffith made a motion to adjourn, which was seconded by Mike Bryant.

There being no further business Chair Rotter adjourned the meeting at 9:43 A.M.

Respectfully submitted,

Cara Sorrells for Sally Hall, Secretary