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

911	**Iowa 911 Communications Council Meeting** **Thursday, March 14th, 2019** **West Des Moines City Council Chambers** **West Des Moines, Iowa**

Call to Order

The meeting was called to order by Chairman Rob Rotter at 9:00 a.m. and 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	Cara Sorrells	Present
Iowa Chapter of the National Emergency Number Association (NENA)		Tracey Bearden	Present
	alternate	Kirk Hundertmark	
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	vacant	
Iowa Professional Firefighters (IAPFF)		Mike S. Bryant	Present
	alternate	Doug Neys	
Iowa Firefighters Association (IFA)		Mark Murphy	Present
	alternate	Tom Berger	
Iowa Emergency Managers Association (IEMA)		Jeff Anderson	Present
	alternate	Mindy Benson	
Iowa Department of Public Safety (IDPS)		Robert Johannesen	Present
	alternate	Adam Buck	
Iowa Emergency Medical Services Association (IEMSA)		Rob Dehnert	Absent
	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	
	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   Josh Humphrey, Iowa County EMA

Joel Martin, Iowa Utilities Board
Hollie Davidson, DPS Interop Comm
Chris Maiers, ISICSB
Amanda Roush, Story County 911
Andy Buffington, Hancock County 911
Scott Rounds, Des Moines PD
Cody Brink, Zetron
Brian Magdwell, Westcom
Jim Lundsted, CISA
Chad Roberts, DPS Interop Comm
Steve Reames, Zetron

Connie Stufflebeem, Iowa DPS Communications
Stacey Wood, Zetron
Doug McCasland, Warren County 911
Mike Lauer, ICN
Crystal McIntyre, Warren County 911 Board
Brad Shutts, Jasper County SO
Brad Button, Des Moines PD
Cheryl Eklofe, Mahaska Co 911
Jamey Robinson, Mahaska Co 911/EMA
Dan Pohl, Motorola

Guest present by teleconference:
Brenda Vande Voorde, Fayette County 911
Mary D. Miller, Iowa County 911
Stacey Gross, GeoComm

Cherese Sexe, Humboldt County 911
John Drury, CenturyLink

Introductions

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

Approve the Agenda

Chair Rotter asked for a motion to approve the agenda with the addition of a training fund request and a travel request. Motion by Robby Johannesen to approve the amended agenda. Seconded by Jeff Anderson. All ayes. Passed.

Approve the Minutes

Chair Rotter asked for a motion to approve the previous meeting minutes. Motion by Jeff Anderson. Seconded by George Griffith to approve the minutes of February 14th, 2019. All ayes. Passed.

State of Iowa Administrator Reports (Blake DeRouchey)

- 911 Peer Assessment through the National 911 office
- Annual State 911 Forms Due Jan 1st
    - PSAP Expenditure Collection Sheet
    - Buchanan, Chickasaw, Clinton, Ida, Marshall, Muscatine, Ringgold, Scott, Warren, DPS
    - Legal deadline/penalty date is March 31st and 35% of surcharge will be withheld
- Addition shared services offering through Zetron – EMD Priority Dispatch
- PSAP Leadership Training
    - 60 slides and counting
    - Feedback has been positive
    - Possibly tie it in with TAC training
    - Will socialize the final draft
- 2019 GIS grants – in February 64 counties have met the benchmarks
- Current Travel/Public Ed/Training Fund
    - Encumbered: $9,500 (APCO/NENA)
    - Remaining: $1,175.61

- HF516 Grants County Sheriff/designee voting membership on local 911 service boards
  - is eligible for floor debate

ICN – Mike Lauer (update)

ICN went out for RFP and did end up redoing that RFP as well because of a lack of detail on the ICN side and also just responses were not what ICN expected. The second RFP was closed last week and it was awarded. Today is the final day of the appeal at 4:30 but that RFP was awarded to CenturyLink based on technical response, price, scoring and the ability to reach every NXX that was listed. Going forward they will verify and work with Comtech to make sure all the technical requirements are needed to meet and deliver calls to the two data centers across the state. It will start the process and ICN will be reaching out individual local telcos and PSAPs to start scheduling conversion cutover and start to work towards the solution that was given for ICN to provide about a year ago.

Jack DeAngelo asked if they will still be building parallel 911 trunk circuits or just be migrating the existing circuits. He explained those circuits will be migrated from technical setup stand point instead of going to 9th and high where the selective routers are at they get moved to the two data centers that Comtech controls. Angelo then asks about any additional testing required. There will be testing required for the cutover and that is more on the Comech side. ICN will take care of the physical layer, layer one layer two connectivity, to make sure they have connection between CenturyLink and ICN. Then from there, there will be from what Comtech has told them it's still not delineated exactly what needs to happen but there will be protocols, audio call, routing call, testing and a few other protocols but it is yet to be decided and will be on a per NXX or per regional basis. The timeframe is still expected to be late summertime for completion of the project.

Zetron – Stacey Wood (monthly update)

They had originally planned to roll the program out with one host and the hosted solution is a two host solution providing geo redundancy for all the PSAPs across the state. The initial was intended to start with one host and one PSAP and then a few weeks later rolling out with the second host. Over the last couple months in discussions with their partners the decision was made that rather than roll out with a single host it would be much preferred to roll out with two hosts at the same time. The deployment plan for the host rollout has changed and includes a more robust testing schedule. Instead of testing the one host and one PSAP design and moving forward after that with a second host testing plan they are revamping the testing plan to include all of that now at the same time. The rollout will happen with both hosts fully functional with one PSAP deployed on that both hosts at the same time and then immediately thereafter they would rollout second PSAP on both hosts. It has changed the schedule they plan to have the rollout by the end of April and have all the testing and deployment completed by April 23rd. That is the new date for deployment. They have talked to Blake, ICN and other business partners and they are all on board for the new plan and the new dates.

A brief discussion on program growth reported that they have 29 PSAPs who have expressed interest in the plan, and have signed agreements with 9. Initially they thought they would only rollout with call taking as they rolled those PSAPs out but because of the extended time they are going to be able to do so with call taking initially and if they have requested it voice logging and the mapping services they have asked for. That is really exciting and the mapping is a great product and good improvement for the PSAPs to have that out of the gate rather than having to wait for it to come later. That has been an added benefit and they now have several PSAPs that are interested in the EMD program that Blake touched on. They are now offering two products and they are starting a rollout with Mahaska County. That is not waiting for the hosts to rollout they are starting with those right away. They are not dependent on any server relationship so they have started working with Mahaska and a couple other counties to get their EMD program rolled out and as other counties come on board with interest in that program they can immediately start working with them to get them rolled out for either of the vendors.

Blake added one item he mentioned last month they would be making application to the National 911 Grant Program and he did make that application. He thought we were the first state to make the application submission and the deadline is the beginning of April. They hope to hear back within a couple months and are not expecting any issues. It is about 2.3 million dollars with a 40% local match to do some of the shared services and network migration we have talked about.

Training Funds Request

See discussion under travel requests.

Technical Advisory

Jack DeAngelo discussed new legislation HF487/SF1195 which is tower communications in counties with less than 15,000 populations. This is something that came up in Allamakee County.

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26    This bill relates to installations of certain wireless
27 telecommunications infrastructure in Iowa pursuant to Code
28 chapter 8C.  Code chapter 8C, the "Iowa Cell Siting Act",
29 provides uniform rules and limitations for installations of
30 wireless telecommunications infrastructure in the state,
31 including rules related to applications for such installations.
32    The bill provides that an authority, or governing body
33 authorized to make decisions relative to an application,
34 shall not reject an application for the installation of a
35 tower or transmission equipment in the unincorporated area of

                              LSB 2400HV (2) 88
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                        H.F. 487

1 a county with a population of less than 15,000, except for
2 on certain residential or historical property, upon written
3 confirmation from the statewide interoperable communications
4 system board, that the tower or equipment is intended to be
5 installed and used as part of the state plan approved under
6 specified federal law for the deployment of the nationwide
7 public safety broadband network or radio access network.  The
8 bill includes by reference definitions for "nationwide public
9 safety broadband network" and "radio access network".
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SWIC Chris Maiers gave the following update

Maiers began with an update on the PSAP grant and said for the most part ordering and modifications on existing orders is complete. They had to make some adjustments for a previously unknown compatibility issue. That has been addressed and that has been solved. A lot of time has been spent making sure the equipment the PSAPs are getting is compatible with what is in the PSAP. The compatibility issue affected two PSAPs and they were able to work around that and come up with a pretty good solution. Those are all on order now and they are still waiting on some power supplies but they have 37 now basically ready for programming. That programming is getting ready to ramp up and they will be rolled out very soon.

Two new standards are up for approval today at the Board meeting. They include an update to the compliance process which rehouses it with the governance committee. It previously resided with technology and operations. The other one deals with system documentation. Up for approval also today is Keokuk County EMA level 2 access and some discussions on interstate operability they are looking at facilitating means to get neighboring states PSAPs on the network relatively quickly. They have had meetings with Minnesota, Wisconsin and Illinois to help get that started. They had their first meeting last week with Nebraska, one in two weeks with Missouri and then they meet with South Dakota in early April.

They have received their grant acceptance letter from ECD for training assistance earlier this week. They would like the Board and Council to discuss the PSAP Cybersecurity webinar since it was approved to make sure as many PSAPs as possible are on it. There should be no virtual seat limit. They will be one of the first states to go through that TA so they will be able to get a good look at what they are doing with that and provide feedback on how to make it better.

The FirstNet broadband subcommittee met on Tuesday of this week and there was an update on the rollout of FirstNet and frequently asked questions. They range from how is the network supposed to operate to what if you are on two different networks will data still pass between applications. The answer is yes. Maiers asked for questions and Robby Johannesen had a statement from the DPS side of things. To dispel any rumors they have had the consoles installed at the DPS dispatch centers and there has been talk on the east side of Iowa that they are live on the system and that is inaccurate. They have doing some testing from the State Patrol side and the DPS Communications side. They do have the capability but it is not signed off on yet.

Jim Lundsted Update

Jim presented a few slides reference the final draft of the National Emergency Communications Plan. It is available now for comment through March 22nd, 2019. They update this plan every five years and five years ago they began to incorporate elements of 911 into the plan to understand the entirety of the emergency communications eco-system.

2019 NECP Updates
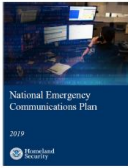
- The **2019 NECP draft plan** can be found at: www.dhs.gov/necp
- To provide comments on the updated NECP, complete the feedback form on the DHS website and submit it to OECNECP@hq.dhs.gov by March 22, 2019.

National Emergency Communications Plan
2019

CISA

Jim Lundsted March 14, 2019

2019 NECP Updates

CISA

Jim Lundsted March 14, 2019

2019 NECP Updates

- Updated **National Priorities** that focus on effective governance, addressing challenges that arise from increased information sharing and data exchange, and securing our systems from cyber threats
- Clarified the **Emergency Communications Ecosystem** in a new graphic and supporting table to describe the expanded community and roles involved in emergency communications
- Created new **Goals for Technology and Infrastructure** (includes former Research and Development goal content) and **Cybersecurity**
- Renamed Goal for Operational Coordination to **Communications Coordination** to better represent the content and align with usage lane of the Interoperability Continuum
- Changed recommendations to **success indicators** to describe the desired end-state for public safety organizations to work toward and achieve in implementing the NECP

CISA

Jim Lundsted March 14, 2019

Iowa 2019 ICTAP Technical Assistance

✓ **Statewide Communications Interoperable Plan (SCIP) Workshop**

  • Update to Iowa's SCIP (2017) to reflect current communications landscape

✓ **911 PSAP Cyber Awareness and Assessment**

✓ **Communications Unit Planning and Procedures**

✓ **ECD Hosted All-Hazards Communications Technician (COMT) Training**

✓ **ECD Hosted All-Hazards Incident Tactical Dispatcher (INTD) Training**

All-Hazards Communications Unit Leader (COML) Training (deferred)

CISA

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Mobile Apps Available Now

CISA

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34A Update

Tracey Bearden reported that she got all the comments back from committee members and has some supporting documents. She did email those out to the Council and asked for approval to make those public documents. She hopes to garner support and present it at the next committee meeting in either late March or April. Chair Rotter asked for a motion. Jeff Anderson makes a motion to allow Bearden to present the information publicly. Lawrence Hartpence seconds the motion. Motion carries. Any questions should be directed to Tracey Bearden.

Legislative Issues

None.

Items for Discussion

Bylaw Update

Chair Rotter has presented a rewrite of section 6 dealing with quorums. The changes were "on occasion a member may participate telephonically or by other electronic means if the member is unable to travel to the meeting location. Members needing to participate in a meeting electronically shall notify the Chair no less than 24 hours in advance of the meeting unless circumstances prevent such early notification." Also then in section 7 changing the wording from attending and present to "those participating". The by-laws state this needs to be on the table for 30 days and hearing no changes needing to be made this will be placed on the next agenda to vote on.

Unfinished Business

Under unfinished business was the continued discussion on the possibility of the Council supporting baseline knowledge standards for frontline 911 professionals in Iowa. Chair Rotter has appointed Jamey Robinson from Mahaska County to Chair the committee. This is to identify any deficiencies, review standards, identify if there is a mechanism and is it being utilized, or is the mechanism not being utilized. Having a chair the committee now needs volunteers and to set an organizational meeting. Tracey Bearden, Robby Johannesen, Brian Magdwell, Chad Roberts, Doug McCasland, Cherese Sexe and Brenda VandeVoorde all volunteered.

New Business

None.

Travel Requests

Mike Bryant asked for authorization to attend the APCO/NENA Conference in Altoona for travel and registration. Tracey Bearden made a motion to approve the travel request. Second by Robby Johannesen. Motion carries. Next Tracey Bearden requested $1,241.88 for Iowa NENA for the conference speakers from Las Vegas. Chair Rotter then asked for the APCO request. The APCO President was unavailable via phone but Blake had the ballpark amount and it was well

within the allotted amount. Chair Rotter asked for a motion to approve the two funding requests. Motion made by Jeff Anderson. Second by Mike Bryant. Motion carries.

Business from the Floor / 911 Issues at the PSAPs

None.

Business from the Phone

None.

Next meeting date will be April 11th, 2019 at 9:00 AM.

Mark Murphy made a motion to adjourn, James Chambers seconded the motion. Motion carried.

Meeting adjourned at 9:44 A.M.

Cara Sorrells sitting in for Sally Hall, Secretary