

*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, May 8, 2018</b>  <b>West Des Moines City Council Chambers</b>  <b>West Des Moines, Iowa</b></p>
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**Call to Order**

Chair Rob Rotter called the meeting to order at 9:00 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	
Iowa Chapter of the National Emergency Number Association (NENA)	Tracey Bearden	Present
alternate	Charlie McClintock	
Iowa Geographic Information Council	Lawrence Hartpence	Present
Alternate	vacant	
Iowa State Sheriffs & Deputies Association (ISSDA) <b>Chairperson</b>	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	Present
alternate	Tom Berger	
Iowa Emergency Managers Association (IEMA)	Bob Seivert	Excused
alternate	Jo Duckworth	
Iowa Department of Public Safety (IDPS)	Gerald Meyers	Absent
alternate	vacant	
Iowa Emergency Medical Services Association (IEMSA) <b>Vice-Chairperson</b>	Rob Dehnert	Present
alternate	Paul Andorf	
Iowa Telephone Association <15,000	Jack DeAngelo	Excused
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

**Guests:**

Brian Magdwell, Westcom	Brian McNealy, Comtech
Aaron Singer, Comtech	Ray Wendell, Comtech
Diane Sefrit, SCI	James Lundsted, DHS OEC
Cheryl Eklofe, Mahaska County 911	Dina McKenna, Story County SO
Rob Bowers, Iowa State University Police	Amanda Roush, Story County 911
Shari Schmitz, Motorola Solutions	Josh Humphrey, Iowa County EMA
Tammy Rodriguez, ICN	Mike Lauer, ICN
Chris Maiers, ISICSB SWIC	Curtis Pion, Polk County SO
Terry McClannahan, Dallas County SO	Doug McCasland, Warren County 911

**Guest present by teleconference:**

Stacey Gross, GeoComm  
Martha Dykstra, Marion County SO

Denise Pavlik, SECC

**Introductions**

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

**Approve the Agenda**

Motion by Mark Murphy, seconded by George Griffith to approve the May 10, 2018 agenda. All ayes. Motion passed.

**Approve the Minutes**

Motion by George Griffith, seconded by Mark Murphy to approve the minutes of the April 12, 2018 meeting. All ayes. Motion passed.

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

**Program Update**

Mr. DeRouchey distributed the quarterly financials. Currently there is \$18,085,458.54 in operating surplus. \$7.6 million of that is unobligated. \$7.9 million of that will pass through as a lump sum at the end of the fiscal year. There is \$3.5 million in the Catastrophic reserve. The \$7.6 million is what we will use to start the virtual consolidation effort. Mills County did submit their Data Collection report with 3 days to spare. The held funds were remitted to Mills County. Everyone did turn in their data for this year so no funds will have to be held.

Virtual Consolidation Efforts – The contracts will hopefully be signed in thirty days. Hancock County will be one of the first counties to be on board with the virtual system.

GIS Grants – They are on the books for the future. The legislative language gives us and the Council some wide parameters. In past we have done a reimbursement method. The county submits a project and they do the work. We assume it's good. There's not really any criteria other than you did the project, there's no benchmarks, no standards, you have to continually improve your data and here's your check. It doesn't drive the improvement of the data that we get. This was an idea that was mentioned at the Western Iowa Supervisors Group meeting – going to an incentive based grant. The county would upload their data twice a year as a minimum. If they do that and the data meets a certain quality and criteria here is \$6,000 for the first half of the year. The second part of the year comes around and you do the same thing here is your check of \$6,000 for the second part of the year. This is just a concept at this point reward doing something well Defined minimum match/accuracy rates ALI / MSAG, structure, road centerlines, etc.

Mr. Hartpence – With this new incentive program, we're not looking for projects but looking for benchmarks and saying here's your reward.

Mr. DeRouchey – The reimbursement grants were great to get the counties data off the ground, improved and started. We are in that maintenance phase now. So kind of business as usual rather than a big lift. There would be no application process. If the criteria is met then the funds would be passed through to the PSAP. If you have any feedback please let me know.

The 911 Council Travel, Public Education and Training fund report was reviewed. \$49,253.80 has been expended, \$25,900.00 is obligated, remaining is \$24,846.20. There is a request for training of \$8,000.00. If approved today that would leave \$16,846.20.

I would like to ask and hopefully get your permission to spend about \$13,000.00 on Google and Facebook ads on websites on Text to 911 to get close to that \$100,000.00. The company that we would use would be the same that did the radio PSAs. We have a standing contract with them. The ads would run for five weeks. I haven't heard of anyone else requesting any training at this point. It would be difficult to approve in June when basically there are two weeks to turn it around. This would be public education.

Ms. Bearden – How do the Facebooks ads work?

Mr. DeRouchey – The way I assume it will work it would target what area you are in and if you are in Iowa it cycles through and it can guarantee how many times that ad is displayed on a phone or web browser in Iowa.

Ms. Bearden – I think this is a really good idea.

Mr. DeRouchey – You click on ad and I assume there is going to be additional information.

Matt Lauer – When clicking on the ad is there going to be some kind of tracking mechanism where you can get email contact information?

Mr. DeRouchey – I will make sure that we get a report showing how many times the ad was clicked on, etc.

Chair Rotter – Just to clarify is Louisa County one of the GIS grant applications?

Mr. DeRouchey – Yes. They came in right before the deadline and the agenda had already been sent out.

Chair Rotter – We will need to add on our agenda Louisa County.

Motion by Mike Bryant, seconded by Tracey Bearden that we give latitude to the Program Director to spend approximately \$13,000 on public education. All ayes. Motion passed.

Legislative – Mr. DeRouchey – This is an extension of the newborn Safe Haven Act. It can be triggered by a 911 call and responding first responder will be responsible for that newborn. The transcripts of that are confidential.

Mr. DeRouchey – Last year about this time about the local county 911 budgets and making sure any excess 911 funds that are managed at the local level are designated, reserved or assigned. Last year there was \$22.5 million in undesignated funds. That amount increased to \$27.9 million. That tells people that there is \$27.9 million that you have no idea what you are going to do with at the local level. The designated funds amount went down. During the 911 Program Manager day at the fall conference NENA/APCO conference we are going to bring in Department of Management and take about 40 to 45 minutes and do a budgeting 101 course.

Ms. Bearden – Need to have people there that are doing the budget there. It's not always the PSAP directors or coordinators that are responsible for the budget.

Mr. DeRouchey – That's where it is hard for us because we don't always know who is doing the budget for a county.

Mr. Bryant – A county may have a plan but haven't put it down on paper. The reason we got in the golden goose problem a few years ago with a \$20 million plus surplus.

Mr. DeRouchey – That was the state's operating surplus.

Mr. Bryant – I agree we need to get the education out there.

Chair Rotter – How to recruit those people into those meetings is another problem.

Mr. DeRouchey – I will talk about it at PSAP Supervisor group meetings and send out an email.

Ms. Bearden – Can you request who actually works on the budget? Then we can send out the presentation, etc. and they sign off on it so there's some kind of accountability.

Mr. DeRouchey – I believe that is included as part of the form.

Mr. McCasland – It possible to address the auditors at ISAC?

Chair Rotter – I don't know why it wouldn't be.

Mr. McCasland – They are the ones that have to certify the budget.

Mr. DeRouchey – I will ask the question.

Mr. DeRouchey – I have been appointed at the NASNA representative to public safety advisor committee which advises FirstNet on all things about public safety. I had that meeting June 4<sup>th</sup>.

The discussion we've had over the last couple of months regarding certain hospitals as political subdivisions. That memo has been sent out.

The biannual NASNA meeting is in the middle of June.

Laurie Hickok is leaving Comtech. Her last day is tomorrow. Contact NOC for troubleshooting questions. Feel free to CC: on any issues.

Mr. Bryant – Showing the legislative language.

Mr. DeRouchey – The language did not change. Where it is in Chapter 34A is changing but the language is not changing. The program manager may also provide grants

### **Wireless Carryover funds PSAP GIS Grant Application Approvals**

Hamilton County \$15,000; Louisa County \$15,000; Cedar County \$10,533; Dickinson County \$13,285.

Motion by Tracey Bearden, seconded by Mike Bryant to recommend for approval all of the GIS grants. All ayes. Motion passed.

### **Training Fund Requests**

Mahaska County – Officer Down Training \$8000. Motion by Tracey Bearden, seconded by Mark Murphy to recommend the training for approval. All ayes. Motion 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 – OEC is looking at revising the National Emergency Communication Plan. They asked Iowa for up to five subject matter experts that encompass law, fire, medical, university, 911 centers and dispatch centers in general. I am looking at establishing an email list for that.

Still looking at coverage testing for the platform during the next few weeks and to a couple of months. If you are interested in seeing what coverage looks like for yourself please let me know. We are working on finalizing some of the details of how things would look like with drivers and observers from the vendor side as well as a state representative side.

Another set of standards has been passed for ISICS and is on the website. Another Standards meetings set for June 5<sup>th</sup>. The Pursuit Standard will be up before the board this morning. The ISICS platform was used during the recent COMX exercise in April. Results were very positive. Upcoming meetings in which LMR technology is going to be discussed at length. Interest has been expressed how PT to PT can be incorporated in ISICS. I will be working on a survey in the next couple weeks regarding this.

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

Mr. Lundsted – The week of April 9<sup>th</sup> each of your PSAPs should have received an alert for a cyber threat that came from APCO or NENA. Some organizations have asked why that didn't come directly from DHS. With an approximate audience of 16,000 PSAPs across the U.S. either primary or secondary we continue to explore methods to share real time information but have to do so in a real careful manner to protect sources and method. I would look for that to be continuing. That seemed to work well. I have spoken to the staff where this was released and are working to improve that process. There were a number of sources recognized over the prior 90 days that established a basis for a creditable threat.

National Council of Statewide Interoperability Coordinators and the SAFECOM community will be meeting in Portland next week. We will talk a great deal about cybersecurity 911 initiatives so more to come on

that topic. I constantly hammer “Stop, Think, Connect” as part of my annual security training. 91% of cyber incidents in 2017 started in email. Look at what you are clicking on before you invite them in your network.

**Legislative Issues**

None

**Items for Discussion**

None

**Unfinished Business**

None

**New Business**

None

**Travel Requests**

None

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

Mr. Bryant – The discussion on the public hospitals do we need to discuss that further.

Mr. DeRouchey – I don't need to discuss it further at this time. Tracey is leading a group that is working on some changes or additional language to better describe that. Our AG and the Department Director approved the memo that I sent out. That's the guidance going forward.

Ms. Bearden – We are going to do a ½ day work session hopefully by conference call initially.

**Announcements**

The next meeting will be on Thursday, June 14, 2018 at 9:00 a.m. in the West Des Moines City Hall.

There being no further business a motion was made by Mark Murphy, seconded by Tracey Bearden to adjourn the meeting at 9:36 a.m. All ayes. Motion passed.

Respectfully submitted,

Sally Hall, Secretary