

John R. Benson
HSEMD

Andy Buffington
Communications Center

Vacant
EMS

Larry Smith
Emergency Management

Angela Clouser
Member-At-Large

Ellen Hagen
Fire Department (Volunteer)

Rob Rotter
Sheriff's Office

Michael Kasper
Sheriff's Office

Michele Bischof
Fire Department

Tom Lampe
Iowa DPS

Jason Leonard
Municipal Police Department

Carole Lund-Smith
ILEA

David Ness
Municipal Police Department

Vacant
Communications Center

Marty Smith
Iowa DPH

Sandra Black
Iowa DOT

Jeffery Swearngin
Iowa DNR

Patrick Updike
Iowa DOC

Vacant
Office of the CIO

Legislative Members
Senator Jim Lykam
Senator Randy Fenestra
Representative Bob Kressig
Representative Steven Holt

Meeting Minutes
Iowa State Interoperable Communications System Board
January 10, 2019
State of Iowa Administration – Hoover Building
1305 E. Walnut St.
DAS - RM - Hoover A Level Rm 6
Des Moines, IA 50319

Meeting called to order by Chair Lampe at 10:30 am.

The conference telephone line was opened for public listening and comment, and for Board members who found it impractical to attend in person.

Fifteen voting board members attended, via phone and in-person, establishing a quorum.

Voting Members in Attendance: Jeff Swearngin, Marty Smith, Tom Lampe, John Benson, Andy Buffington, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Angela Clouser

Members via Conference Line: Patrick Updike, Sandra Black, Michael Kasper, Carole Lund-Smith, Larry Smith

Non-Voting in Attendance: SWIC Chris Maiers, Outreach Specialist Shawn Wagner, Administrative Assistant Hollie Davidson, Financial Director Jim Wittenwyler

Absent: Ellen Hagen

Guests: Doug McCasland, Brad Button, Don Minks, Jeff Franklin, Tom Reis, Trent Mitchell, Steve Gray, Blake DeRouchey, Melvin Mercado, Dave Brittain, Scott Richardson, Tracey Bearden

Approval of Agenda: Michele Bischof made a motion to approve the agenda. Angela Clouser seconded the motion. All in favor. Motion passes.

Approval of Minutes: Marty Smith made a motion to approve meeting minutes from the December 13, 2018 meeting. Andy Buffington seconded the motion. All in favor. Motion passes.

SWIC Report: SWIC Maiers thanked everyone for their patience and understanding with the change in venue for the January meeting. He reported on the following items:

SWIC Maiers gave a follow-up report on the encryption white paper that was submitted to the P25 User Needs Subcommittee (P25 UNS). There is talk of more meetings to further evaluate the paper and develop projects. However, those efforts are currently on hold due to the federal government shutdown.

There has been increased interest from agencies regarding the work in progress in Iowa, including recent conversations with agencies in the Washington D.C. area.

Discussions regarding StatusBoard continue with Minnesota to ensure that both Iowa and Minnesota are comfortable with what will take place with exchanging source codes and Iowa using Minnesota's programs. Discussions are at the point where memorandum of agreement (MOA) language is being sorted out. The hope is to be in a good position with this within the next couple of months.

SWIC Maiers reported that more interstate interoperability efforts are beginning. Additional meetings with Illinois, Wisconsin, and Minnesota will be taking place within the next few weeks, and scoping calls are scheduled with Missouri, Nebraska, and South Dakota. Some possible immediate solutions for the interstate interoperability issues include common programming amongst agency radios with not only frequencies but also names as well. Preliminary agreements have been made with other neighboring states to allow Iowa users to join their interoperability at no cost. SWIC Maiers reported that discussions are taking place regarding policies and standards for communications across state borders. Once the development of interstate interoperability strategies are completed, training and exercise processes will also have to be discussed and developed.

The 2019 National Emergency Communications Plan is in draft form, and 911 Program Manager Blake DeRouchev has assisted in making this plan as comprehensive and in-depth as possible. SWIC Maiers had a hard copy of the document available for viewing.

E911 Council Report & E911 Program Manager: 911 Program Manager Blake DeRouchev gave an update on GIS grant modifications. He stated that last year only 51 counties applied for the grants last year, but this year the policy was changed, and any county that met certain benchmarks received the grant money. A total of 86 counties made those benchmarks this year. The GIS data will play a key role in 911 call routing.

The 911 Council travel and public education training fund re-opened in January. As of date, the council has received four additional travel applications, and there will be no more training

funds available for FY19. The council approved training applications for Buena Vista County, Cerro Gordo County, ILEA, and Story County.

Mr. DeRouche opened the floor for questions to which there were none.

User Group Committee: User Group Committee (UGC) Chair Buffington reported that the committee reviewed six applications. Three of these are updates, and three are new applications.

Chair Buffington reported that RIC involvement remains stagnant. Region 1 and Region 2 are still fairly active.

Chair Lampe inquired as to how to overcome the lack of involvement for the RIC groups and whether or not the rollout of the control stations and the PSAPs will help. UGC Chair Buffington stated that this might potentially help with RIC involvement. However, UGC Chair Buffington acknowledged it is dependent upon whether or not there are any discussions to be had within the RIC groups. He suspects that action will increase once the system goes live. He also reported that some counties are using starting to use the system for daily operations which may also increase participation once there are more items to discuss.

Finance Report: Finance Director Jim Wittenwyler reported that the monthly net expenditures during December for the Interoperability and Broadband Communications Fund were \$11,187. The December ending balance was \$222,967. Monthly expenditures for SLIGP 2.0 were \$14,787. Of that amount, \$11,829 were federal expenditures.

Mr. Wittenwyler stated that the finance committee discussed and recommended that the board approve \$15,000 to be budgeted for the TIA/TR-8 membership, associated activities, and any other anticipated expenses. A motion for this will be made today under New Business.

Mr. Wittenwyler stated that the \$15,000 would be sufficient for this effort, and clarified for Chair Lampe that it will be a maximum annual cost for the board.

Governance Committee: Governance Chair Benson reported that there are three standards up for approval today under New Business.

Operations Committee: Vice Chair Leonard deferred his report to SWIC Maiers.

SWIC Maiers gave an update on the PSAP control station grant. Orders have been placed for some of these control stations. However, some have been delayed due to the need for clarification on some of the quotes. The hope is to have the remaining consoles ordered by the end of the week. The target date of the end of March is still the expected timeframe for when these will be ready for pick-up by the PSAPs. There is enough money in the grant to get equipment to the PSAPs that need it and allow them to use a preferred vendor. The PSAPs will then have the option to integrate the control stations into their dispatch consoles for patching at their cost if they choose. The control stations will all be programmed with the

statewide and regional interoperability talkgroups. SWIC Maiers clarified for Vice Chair Leonard that it is estimated that 98 control stations will be ordered.

Vice Chair Leonard expressed the need for a Deputy SWIC to assist SWIC Maiers with the PSAP control stations and implementation. He made the suggestion to appoint Chief Curtis "Wally" Walser for this Deputy SWIC position. Chief Walser has already agreed to serve as this, and the position would be uncompensated. Vice Chair Leonard asked for the ISICSB's thoughts on the Deputy SWIC position and Chief Walser serving in that capacity.

ISICSB Member David Ness stated that he believes this would be very beneficial in assisting SWIC Maiers and fully supports appointing Mr. Walser as Deputy SWIC, as he has a great deal of experience in working with the PSAPs and an understanding of various communications platforms across the state.

Governanc Chair Benson stated that it would be best if the ISICSB approved the appointment since he would be working for the ISICSB.

Mr. Ness verified SWIC Maiers's endorsement of this move as well.

ISICSB Member Michele Bischof inquired as to whether or not this position should be funded at some point to ensure sustainability. Vice Chair Leonard replied stating that the board should consider and fund a Deputy SWIC in the future. He also recommended that travel for Mr. Walser should be compensated. The ISICSB agreed it would be appropriate to vote on this under New Business.

Chair Lampe suggested that travel for Mr. Walser be compensated. In order to do this, a travel claim would be necessary. He also suggested that the next time the budget is prepared, the board should ask for funding for this. Chair Lampe also commented that Chief Walser has an in-depth understanding of the material and can explain it in such a way that anyone can understand regardless of their past experiences with the technology.

FirstNet Outreach Specialist Report: FirstNet Outreach Specialist Shawn Wagner reported that discussions took place regarding the hosting of a 2-day FirstNet State Administrators Forum with a tentative date set for April 2019. The forum will be open to Region 7 (Iowa, Nebraska, Kansas and Missouri) and the Region 7 surrounding states (South Dakota, Minnesota, Wisconsin, Illinois, Tennessee, Arkansas, Oklahoma, Colorado and Wyoming) and may host 500 people. Collaboration with AT&T and Kyle Richardson from the FirstNet Authority will be necessary for this forum. The plan also includes a field trip to one of the FirstNet towers.

It has also been decided to put a hold on Regions 2 and 5 outreach events until after the conference has been held.

Mr. Wagner stated that he was informed of a Polk County forum that would include presentations by AT&T, FirstNet, and Verizon. Mr. Wagner will include this in the next FirstNet newsletter and is posted on all social media channels.

Mr. Ness asked for some clarification on the date if one was available. Mr. Wagner clarified it would likely be late-April.

Chair Lampe stated that the SLIGP 2.0 funds would be utilized for the FirstNet State Administrators Forum.

Mr. Wagner also relayed that he is accepting materials for the ISICSB Newsletter.

Training/Exercise Committee: SWIC Maiers reported that the training committee did not meet in December due to the holidays. However, at the next meeting, the committee will discuss the 2019 TA asks from ECD. These will likely include a PSAP Cybersecurity Webinar, COML and COMT as part of the ISICSB TA requests for 2019. SWIC Maiers also reported that there may be room for interstate coordination on some of those TA asks. The Training/Exercise Committee is also looking for a new chair.

Technology Committee: Technology Chair Updike reported that the committee met on December 27th. The group re-addressed the 700 air-to-ground (AG) channels. The document was emailed to ISICSB members, and the Technology Committee has updated this document with a naming convention by region with an Iowa identifier. Chair Updike stated that the Committee is not dictating policy but rather setting standards for their use. The Standards Working Group and Operations Committee have been supplied with this document and will be giving input on it.

Other Reports: Connie Stufflebeem gave a report on the progress in forming the LEA Committee. Ms. Stufflebeem and Sheriff Rotter have been working on forming the committee and anticipate the committee will be formed by the end of February with the first meeting being held in March. The plan is to meet in person for the first meeting, followed by conference call meetings in the future.

SWIC Maiers asked Ms. Stufflebeem to describe the make-up of the LEA Committee. Ms. Stufflebeem stated that the committee would consist of sheriffs, police chiefs, fire department representatives, and dispatchers from across the state of Iowa. As of date, there has been a commitment from representatives from the east, west, and central portions of the state.

Chair Lampe asked about fire representation on the LEA Committee. Sheriff Rotter stated that he was not aware of a lot of fire use of LEA. Vice Chair Leonard also recommended a representative from Woodbury County may offer some insights on who else to include.

Sheriff Rotter stated that it would be important for the LEA committee to bring in representatives from counties that historically have not had good coverage and what the replacements will look like for them. This would also include state agencies like DNR. ISICSB Member Michele Bischof offered to reach out to the fire chiefs that she represents regarding this.

Chair Lampe addressed information sharing and interoperability talkgroup patching. He read two emails regarding a success story involving a pursuit. During the event, a patch was created with ISP's ISICS talkgroup LAW 2B, Merrill LEA and VLAW31. State Radio alerted Woodbury County dispatch who was able to hear the radio communications through the

patch. This proved effective and successful. The success came from the trooper not being required to switch radio channels and the fact that the patching was done at the dispatch level. Sheriff Rotter also shared a success story with patching that took place in Iowa County.

Chair Lampe also informed the board that the FirstNet Broadband Subcommittee (FBS) recently met for the first time in over a year. The FBS will hold monthly meetings, and at the next meeting a Chair and Vice Chair will be elected. At the meeting, AT&T gave a progress update with a lengthy question and answer discussion.

Motorola Solutions Project Manager Melvin Mercado gave the Motorola Project Update. Mr. Mercado displayed the condensed version of the Platform Buildout – Tracking Map. The two sites of interest are Rock Rapids and Hardin.

Hardin is an active civil build site due to landscaping and fencing, and Rock Rapids has not yet been started. Rock Rapids is a challenging tower in that there will be a replacement tower built while keeping the old tower up and running, and the two towers are in very close proximity to one another. The expectation is to receive the tower parts this month.

Mr. Mercado reported coverage testing is on-going and gave a summary of the progress.

Mr. Mercado summarized his report stating there is currently one active build (Rock Rapids). Microwave path alignments continue, and they have postponed the DPS dispatch cutover until after the holidays. Work has been completed for the re-optimization sites to the updated ISICS channel plan. Changes to microwave paths have been made to address wind turbine concerns. Preparations for upgrades to the latest system release are in progress. Mr. Mercado also discussed the current progress of coverage testing.

Mr. Mercado again expressed his concerns regarding the wind farms. He feels it should be a high priority for ISICSB to work with state legislators for a solution. Recent research showed there were approximately 360 new records of wind farm applications on the FAA database, so now would be a good time to work with the stakeholders and legislators to preserve those microwave paths.

Mr. Mercado displayed an installed electric capacity slide, which shows the types of generated electricity in the state of Iowa. Wind power is increasing across Iowa.

Chair Lampe expressed that he will be meeting with the Utilities Board next week. He feels that the wind farm topic is a nationwide issue, and the ISICSB needs to get actively involved in the discussions. He would advise that one of the committees draft a letter for legislators expressing the concerns.

Mr. Ness commented that it was reported recently that power companies plan to move to near 100 percent renewable energy which includes wind generation.

Iowa Regional AT&T Sales Representative Trent Mitchell gave an AT&T/FirstNet update. Mr. Mitchell discussed AT&T's five-year network development timeline, rollout, and cost-saving options.

Mr. Mitchell informed of different coverage levels. Geographically speaking, AT&T and the FirstNet Committee have an agreement to cover the state of Iowa geographically at a minimum percentage of 98.44 percent of Iowa's rural areas and 100 percent of Iowa's urban areas. The minimum population coverage percentage is required to be 99.15 percent of rural and 100 percent urban population coverage. Mr. Mitchell stated that it is very rare for a carrier to agree to cover a defined geographic area. AT&T is committed to meeting these coverage requirements and has entered into a 25-year contract with FirstNet at the federal level. At the end of the five-year network timeline, AT&T will have met those percentages in the state of Iowa.

The plan also includes building LTE expansion sites (such as 5G) as well as several Band 14 sites across the state. Mr. Mitchell reported that there are 211 new sites slated for buildout with 82 completed and others currently in progress. This includes 56 bandwidth expansion sites. Approximately 30 percent of the five-year timeline has been completed which indicates that AT&T is ahead of schedule.

Mr. Mitchell stated that he would be emailing a coverage map to the board members, and they are welcome to get in touch with him if they have any questions. There is an option to have drive testing done to verify coverage as well.

Regarding cost benefits, AT&T has negotiated individual pricing for the state of Iowa specific for only Iowa agencies. The device charge will be approximately \$45 or less depending upon the usage. AT&T structures their pricing based per device rather than data packages. The per line charge offered from AT&T helps reduce the cost expenses for the devices.

Mr. Mitchell stated that several volunteer fire departments located in the Des Moines areas in addition to an ambulatory contractor have recently joined which is a good indication that FirstNet can work successfully in rural areas in addition to urban areas.

ISICSB Member Michele Bischof inquired as to when the five-year timeline began and when it ends. Mr. Mitchell stated that they are about a year into the plan at this point. He will need to do more research in order to give a more specific date as to when everything in the plan will be completed. If the rollout continues to be ahead of schedule, a technology update may already be in the process of being updated to the latest generation of equipment before the initial five-year period is up.

Vice Chair Leonard inquired about letters that have been sent out to departments to inform them of FirstNet, and if it would be advantageous to users to meet with all local departments and an AT&T representative to discuss it and any coverage testing that would be needed to be completed. Mr. Mitchell stated that he and his people are more than willing to physically go out to the towers to test the sites and the areas if needed. He also offered to provide demo devices to anyone who would like to test them.

SWIC Maiers reported that the Standards Working Group (SWG) did not meet in December due to the holidays. However, at the January meeting, the SWG will be reviewing standards for official travel and ISICS use.

Old Business: None.

New Business: UGC Chair Buffington stated that the UGC considered and voted to approve the following for access: Level 1 – Waukee Schools. Level 2 – Des Moines International Airport and Iowa Department of Homeland Security and Emergency Management (updated). Level 3 – Greene County. Level 4 – Union County (updated) and the City of Des Moines (updated).

UGC Chair Buffington made a motion for the board to approve the users. John Benson seconded the motion. Administrative Assistant Hollie Davidson took a roll-call vote for the approval of the six users.

Motion to approve passes with 14 “aye” votes (Jeff Swearngin, Patrick Updike, Sandra Black, Tom Lampe, John Benson, Andy Buffington, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Michael Kasper, Carole Lund-Smith, Larry Smith, Angela Clouser) and 1 “abstain” vote (Marty Smith).

SWIC Maiers gave a briefing on a proposed motion to approve continued participation in TIA/TR-8 and payment of membership fee. He explained that this group sets standards for how the radio systems work. The need for the motion is due to the renewal of the membership and an increase of approximately \$100 in the membership fee to bring it to \$1,300. Yearly travel costs are typically around \$5,500, so it is unlikely that the budgeted amount of \$15,000 would be exceeded in a normal year. The finance committee has approved up to \$15,000 to cover these expenses to cover costs with SWIC Maiers and potentially an additional attendee.

Sandra Black made a motion to approve the funding of TIA/TR-8 Membership for the budgeted amount. Rob Rotter seconded the motion. Hollie Davidson took a roll-call vote to approve this.

Motion to approve passes with a quorum of 15 “aye” votes (Jeff Swearngin, Patrick Updike, Sandra Black, Tom Lampe, John Benson, Andy Buffington, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Michael Kasper, Carole Lund-Smith, Larry Smith, Angela Clouser, Marty Smith).

Technology Chair Patrick Updike gave a background overview regarding ISICSB obtaining an FCC FRN (FCC Registration Number). This is related to a 700 MHz ground channel frequencies and licensing of these. Technology Chair Updike explained that it was requested in the past that ISICS manage their own licensing rather than the DOT/DPS doing so. The

current issue being faced is how to license the air-to-ground channels in the future. After speaking with DPS, Mr. Updike reported that the attitude is that the Technology Committee feels that the ISICSB should be handling the issue.

ISICSB Member Sandra Black stated that she believed ISICSB already had an FRN at one point. Mr. Updike responded stating that DPS had previously licensed it. Ms. Black gave a brief overview of how this could be changed and offered to meet with Mr. Updike outside of the board meeting in order to assist with this.

Chair Lampe stated that he does not believe a motion on this issue is necessary at this time if it can be solved with some filings with the FCC.

Ms. Black outlined the process that could be used to resolve the issue.

Governance Chair Benson made a motion for the approval of three standards. The standards were for Announcements, Public Safety Communication Center (PSCC) Interoperability, and an update to the Requesting Access and Participation standard. Andy Buffington seconded the motion. All in favor. Motion passes.

SWIC Maiers asked for the approval to look into 2019 Homeland Security Grants and where these could be utilized to update equipment in the strategic technology reserve trailers or other interoperability projects. The board had no objections to this. ISICSB Member Larry Smith inquired whether it would be possible to supply the National Weather Service with consolettes. SWIC Maiers voiced some concerns regarding that process, but volunteered to look into it.

Vice Chair Leonard made a motion to approve Curtis “Wally” Walser to be appointed to Deputy SWIC. David Ness seconded the motion.

Hollie Davidson took a roll-call vote to approve the appointment

Motion to approve passes with a quorum of 15 “aye” votes (Jeff Swearngin, Patrick Updike, Sandra Black, Tom Lampe, John Benson, Andy Buffington, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Carole Lund-Smith, Larry Smith, Angela Clouser, Marty Smith). Michael Kasper was absent.

Public Comment: None.

Motion to Adjourn: Vice Chair Leonard made a motion to adjourn. Meeting adjourned at 12:06 p.m.

YouTube links for the January 2019 ISICSB Board Meeting:

Video 1 (first hour): <https://www.youtube.com/watch?v=UJLmolMBCIc>

Video 2 (last half hour): <https://www.youtube.com/watch?v=ueypq72y7C4>