

Iowa E911 Communications Council Meeting
Thursday, Jan. 14, 2016
West Des Moines City Council Chambers
West Des Moines, Iowa

Call to Order

Meeting was called to order Chairperson Steven P. Ray at 9:01 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) Secretary	Sally Hall	Present
alternate	Cara Sorrells	
Iowa Chapter of the National Emergency Number Association (NENA)	Rob Koppert	Present
alternate	Kirk Hundertmark	
Iowa State Sheriffs & Deputies Association (ISSDA)	Robert Rotter	Present
alternate	Dean Kruger	
Iowa Peace Officers Association (IPO)	George Griffith	Excused
alternate	Sandy Morris	Present
Iowa Professional Firefighters (IAPFF)	Mike S. Bryant	Present
alternate	Doug Neys	
Iowa Firefighters Association (IFA)	Mark Murphy	Present
alternate	Tom Berger	Present
Iowa Emergency Managers Association (IEMA) Vice-Chairperson	Bob Seivert	Present
alternate	Jo Duckworth	
Iowa Department of Public Safety (IDPS) Chairperson	Steven P. Ray	Present
alternate	Adam Buck	
Iowa Emergency Medical Services Association (IEMSA)	Rob Dehnert	Present
alternate	Paul Andorf	
Iowa Telephone Association <15,000	Daniel Nichols	Absent
alternate	Pat Snyder	
Iowa Telephone Association >15,000	Dan Halterman	Present
alternate	Wayne Johnson	Present
Cellular Providers	Steve Zimmer	Absent
alternate	Bill Tortoriello	Excused
PCS Providers	David Kaus	Present
alternate	Joe Sargent	
Auditor of the State, Ex-Officio member	Warren Jenkins	Absent
Staff:		
Blake DeRouchey, E-911 Program Manager		Present
Samantha Brear, E-911 Program Planner		Present

Guests:

Craig Allen, SWIC	Helen Trovanovich, Deputy SWIC
Randy Goddard, HSEMD	Ashley Hagedorn, Relay Iowa
Tammy Rodriquez, ICN	Micheal Lauer, ICN
Diane Sefrit, SCI Regional 911	Terry McClannahan, Dallas Co SO
Tim Mallot, Cedar County EMA/911	Nate Battles, Zebra Host
Brian Manning, Zebra Host & Disaster Recovery	Brent Long, Polk County Sheriff's Office
Doug McCasland, Warren County E911	Josh Halterman, Iowa DOT-TraCS/MACH
Suzanne Smith, IUB	Gayle Boeke, Telecommunications Access Iowa
Connie Hambly, Story County E911	Andy Buffington, Hancock County 911
James Lundsted, DHS/OEC	Duane Vos, Racom
Crystal Koehn, CenturyLink	Greg Brooks, Intrado/West
Larry Smith, Washington/Keokuk Co EMA	Shawn Wagner, ISICSB

Introductions

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

Approve the Minutes

Motion by Dave Kaus, seconded Dan Halterman to approve the minutes of the Dec. 9, 2015 meeting. All ayes. Motion passed.

Approve the Agenda

Motion by Sandy Morris, seconded by Mark Murphy to approve the agenda with the addition under "Items for Discussion" Updating Bylaws. All ayes. Motion passed.

State of Iowa Administrator Reports (Blake DeRouchey)

911 Program Financial Reports

No financial report since this is not the end of a quarter.

Program Update/NexGen 911 update

Mr. DeRouchey directed a question to the NENA and APCO representatives asking if there would be any interest in combining conferences at some point down the road. Combining with the HSEMD conference and the HazMat conference or overlapping in the same venue. Maybe not the same exact days. We would be interested in that. The HSEMD conference has been in the Veteran's Auditorium and the HazMat in Ames. Starting in the fall of 2016 the HSEMD conference and the HazMat conference are going to be combined.

Mr. Bryant – I assumed that you talked to John Benson who is the head of the outreach committee for ISICSB. On our last conference call we talked about that very thing. There are several conferences in October and November from the fall conference, HSEMD, HazMat with the firefighters in Ames. We were assigned to go back to our organizations and find out if there is any interest in having them possibly at one location with concurrent or separate sessions so people aren't having to book out two or three weeks in a four week period because they aren't going to be able get away from work to do it.

Mr. Koppert – Didn't that happen this fall. Conferences were very close and somewhat overlapping.

Mr. DeRouchey – It think it ended up overlapping with APCO/NENA as well as the HSEMD conference but it wasn't coordinated. It just happened that way. They were in different venues all together across the metro. It actually became more of an issue I think with people wanting to attend both. This should be a little more coordinated so it could be in the same venue possibly overlapping or APCO/NENA on Monday and Tuesday, HSEMD Wednesday and Thursday and HazMat Friday. So something to that affect.

Mr. Koppert – Part of the reason why that happened this year our (APCO/NENA) venue gave our dates to someone else and we had to pick other dates that weren't what we necessarily wanted. I represent NENA and I am also vice president of APCO I will bring it up for discussion.

Mr. DeRouchey – If there is already contracts signed, we are not interested in breaking any contracts but to have that discussion at some point down the road.

Mr. Koppert – I will check with Joe to see if he has signed anything and go from there.

Mr. Seivert – Has a venue been secured for the HSEMD conference for next year?

Mr. DeRouchey – I do not know.

Mr. DeRouchey – There is an app that DPS is interested in and we are somewhat interested in at HSEMD. It is a "See Something, Send Something" app. It's a lot like picking up the phone and say calling Crime Stoppers or an extension of "See Something, Say Something." You are able to send a picture or information of a potential crime. It's right now directed to the fusion centers. Other states have rolled this out. I need to bring up if there is any interest or synergies of sending that also into the local PSAP at the

same time that goes in the fusion centers so it reaches the local law enforcement as well. I'm not 100 percent sure how it works. Steven was going to look into on the DPS side.

Chair Ray – I just found it yesterday. It only had four stars for apps.

Mr. Goddard – “See Something, Say Something” is a national initiative. The New York Transit Authority is the first one to grab a hold of it and it was then moved for the federal department of homeland security to pick up since then. There are a lot of promotional materials out there. They have tied it together with professional sports leagues. So you will see posters in stadiums. If you call the toll free number you would be directed into the fusion centers. The other interesting part is I don't know how much the PSAPs have been made aware of this because it also says dial 911. These calls could already be coming into your PSAPs. I'm not familiar with what has happened in the past. Kevin Winker who is the assistant chief at Public Safety over intelligence and fusion.... We all know if things start at the top that's probably not the best way to push information if they were to receive...if somebody in your local community were to leave a backpack, it looks suspicious at a basketball game. It goes up to the fusion center and try to come back down and direct it to the right local responder. It may not be the right way. We want to socialize this to find out what would be a better way. Especially now since they are talking about these apps and how they would be directed into the locals. Is it something that goes to the fusion center at the same time goes to the locals? Because obviously GPS coordinates on that phone, whoever is texting it, is going to be a part of the information they receive. So it could be directed kind of like a text to 911 is the thought. We haven't talked to TCS to see if that is something they can do across the ESINet. Just wanted to make the locals aware of it. There is obviously...you don't want every tip coming in. There is training involved for the locals also so they understand, Ok this is something we need to act on, this is something that needs to be forwarded to the fusion center. They are looking for input on the ground up on how you feel this should be handled in the future.

Chair Ray – I am assuming since DOI said something about they must be able to get that I notice some of the remarks on the app that were as of November were saying our state doesn't even take this. Not every state does this but apparently Iowa does.

Mr. Kaus – First of all on the text message you only get phase I information concerning lat/long. So consequently if you are looking for phase II, it won't happen on a text message.

Mr. Goddard – I'm not sure what the developers...there are a couple out there. I haven't looked at what apps are out there. Our Alert Iowa vendor that provided through Inspiron is looking at developing an app. I think it's one of those things that a lot of folks are looking at getting in to the business. We want to make sure how we want to see it in Iowa.

Chair Ray – A lot of this is stemming from for example San Bernardino. There were neighbors that saw suspicious things but didn't report it.

Mr. DeRouchey – We are now in the quarter that we are expecting to roll out and have the network ready to transmit text to 911. I sent out a comprehensive email regarding that. What PSAPs need to be doing now in anticipation of March when we expect that to roll out and where we're at and what that process looks like. So PSAPs can be taking the appropriate steps. I did receive a couple of questions from PSAPs to make sure they were taking the right steps. This will be a deliberate slow process at least at first until we make sure that everything is working and we get the process down and then it will move a little faster.

Mr. DeRouchey – We are continuing to get all of the local forms into our office.

I sent out the “FCC Report to Congress” earlier this week. That is much extended from previous reports. That report was focused on only diversion of funds. This year is more of a look at numbers and what every state's 911 program looks like. How much money comes in and goes out. How you spend the money. It is a good document and gives you a good snapshot at where Iowa is in the nation. Iowa looks like we spend a lot of money comparative to the rest of the nation. I suspect why that is, is because of the PSAP data collection. We have that information. A lot of other states are trying to figure out how to capture that information. So all that information that you submitted to us I turned around and submitted it

to the FCC as part of the expenses for 911. A lot of states do not have that detailed information. That report was focused on last calendar year. It is out on the FCC's website for public comment right now.

I also forwarded on an email on potential synergies and coordination points between 911, PSAPs and emergency management. There is a lot of down to earth good common sense ideas and best practices in that document. It by no means implies or suggests that those offices should be one. It talks about best practices on how to interact. A lot of it is knowing who is who so you are familiar with what each office does and how you interact especially during disaster and mass casualty type events.

Annual legislative report from our office is due on Friday. We actually submitted that at the end of the day yesterday. I will send that to the PSAPs later this afternoon.

Hopefully everyone has had a chance to review the two year cost study on the adequacy of the \$1.00 surcharge that was prepared for us by L.R. Kimball. That report was due to the legislature by Jan. 1, 2016 and has been submitted. The report is lengthy but most of that is the data that was submitted by the PSAPs. It's about a 30-page report with half of that really focused on Iowa and recommendations for Iowa, analysis of Iowa data. Then the other 15 pages out of that 30 is best practices and what other states surrounding us are doing. What other states similar to us are doing. One of the things we really took away from their recommendation is the need for a strategic plan. I think we need to acknowledge there are potentials for shared services or consolidation, either physical or technical into the future because of NextGen technology. L.R. Kimball didn't make any recommendations as far as to the number of PSAPs. They didn't say this PSAP should be merged or anything like that but they said you should do that as a state. As a 911 community you should have this discussion and figure out what makes sense. What works best for the State of Iowa. Along with talking about some of the other conversations we've had often. Wireline and wireless combination. What we could do as far as state contracts for CAD or CPEs or at least a pricing for some of the other items. What else we can do to achieve cost savings and kind of harness the point of Next Generation that we don't necessarily need a CPE in every PSAP. We are looking at probably the beginning of the fiscal year, June or July, to put out an RFP and probably have a really good strategic plan developed for the future of 911 in Iowa and of course include all the stakeholders in that discussion.

Mr. Bryant – Last legislative session the language in the bill stated there would be monetary incentives for consolidation. I don't know if anyone ever took advantage of that.

Mr. DeRouchey – That section ended up getting line item vetoed by the governor.

Mr. Bryant – I didn't think it was enough of an incentive but I am assuming that conversation will come up again. I thought it was interesting on the idea of a consolidated office of emergency communication – 911 and EMA. I have heard someone else on the council mention that before. Maybe we need to look at the potential of raising the surcharge to pay for some things. I have mentioned that as well as some others. Some of us were thinking of some of the same things of what's needed down the road.

Mr. DeRouchey – The bottom line is the law tasked us with making a recommendation on the adequacy of \$1.00 as the surcharge and the recommendation basically is to not change anything. The \$1.00 is perfect. If you want to do some other finances and I am going to get into the in a little bit, you would probably need to look into raising the surcharge if you wanted to finance everything. The overall recommendation was to leave the \$1.00 alone.

Mr. Seivert – That report from my perspective seemed to reflect a lot of things we have been telling the legislators over the last many years but it validates those facts with real numbers. We had 100 percent of the PSAPs report the data and participate in the collection of the data for two years. So now when we go tell them that the surcharge is not paying as much as it should be for our expenditures, we have something to stand behind and talk about. Blake talked about the adequacy of the surcharge. I was very surprised to see a note, that if we would go to a \$1.25 on the surcharge that would generate an additional \$3 million on the wireline side and \$6.9 million on the wireless side. Last year we engaged in a very interesting battle about the surcharge paying for the 700 MHz system. The discussion about raising the surcharge, I think if you look at some of the other states when they had large projects, they did raise the surcharge for a temporary amount of time to pay for some of those large projects. Last year was kind of a

show stopper to raise the surcharge but I think given this report and the results I'm not so sure that's something we shouldn't reconsider. It talks a lot about the consolidation. In fact in the executive summary it says there is no operational advantage to the consolidation of the PSAP but it gets a little confusing when you read the entire report. Throughout the report it sites examples where consolidation and savings have been realized through technology and some of the other areas. I left the report a little confused as to what they were aiming for with the consolidation part. They identified that 911 has matured to the point where it needs to be have its own identity. They recognized that an office of emergency communications would be appropriate not only for Iowa but for other states as well. Other states have actually done that. It's a function we have talked about for many years of needing its own identity. In Iowa it is fragmented. It's inconsistent. It's owned by everyone and no one. Therefore we have a little difficulty when we want to push things forward that are unique to the dispatchers and unique to the PSAP environment. It identifies that currently in Iowa the 911 program manager nests within the department of homeland security and that is mentioned as a logical source for that office of emergency communications to nest. And whether it nests there or not isn't really the issue. The issue is moving that idea forward. It's something that we really need to embrace. It's not something that today we go to the Capitol and we tell our legislators that we want this tomorrow. It's something we need to sit down with all of the stakeholders and decide how that would look and how it could be implemented. I really think that is something that has gained some ground. We also need to point out when they are talking about consolidation that Iowa is one of the few states that has leveraged the ESI Network across all of our PSAPs in this state. Many of us share services. We're all interconnected through that wireless network. We are already sharing many things in our state. So the consolidation issue.....we are already doing it. I think we need to be cognizant of that. I found it interesting when they compared Iowa with many other states and how the surcharge is expended and the thing that stood out in that regards was the fact that the three states that we were compared to all allow the 911 surcharge to be used for dispatch personnel and in Iowa of course we don't. I was quite pleased to see that. Otherwise don't let the report intimidate you. Most of it is...they included the raw data from both years of data collection. It's not that bad of a read.

Mr. DeRouche – If I could add on to the consolidation your first statement that there is not a whole lot of benefit. They acknowledge there is a lot of upfront costs and time and effort that goes into that consolidation and the way the current law is written there is not a lot of incentive to do that. So what has happened organically is greatly but to move it forward and to harness the potential of NextGen and the shared services that do exist there would probably have to be some incentives and acknowledge there are a lot of upfront costs before achieving the cost savings down the road.

Mr. Seivert – I think the purpose of the data collection was to generate a report and L.R. Kimball did that and I just question the need for us to continue collecting that data. Whether there is value in it or can it be sunsetted.

Mr. DeRouche – I understand it is a lot of work. In all of my meetings, more at the national level, everyone is trying to capture that data. I think it is very good information to have and know and do on an annual basis. I like having that data. It paints a complete picture of what it costs to run 911 in Iowa. I would hate to put that on a shelf and be in the same place 10 years from now and somebody ask how much does it cost to run 911 in Iowa and we don't have the information.

Mr. Koppert – As a PSAP manager I find it invaluable not only to collect that data because I can show my own people what it actually costs to run a PSAP. They can have an understanding where the dollars are coming from. It took me about eight hours over a span of two days. It wasn't hugely laborious. I do have some concerns with the raw data in the report. A PSAPs that has a staff of eight or nine and has a \$1 million plus budget. I think some of that needs to be closely monitored.

Mr. DeRouche – That is pointed out in the report as well. There is an auditing component from the State Auditor's Office. That is not due until March. We worked with them so we kind of know what is going to be in that report. We have been proactive. That is why we had the webinars. We are going to compare data now that we have it. What did you turn in last year? What did you turn in this year? Do those figures really make sense? And of course the data that we're analyzing is only as good as the data that we receive.

Mr. Koppert – There was one that seemed like they put their whole sheriff's department budget on there. Somebody at the legislature is going to see that and one question is going to throw a lot of other

questions out there and make the entire data suspicious when it's just a handful of counties that might actually have issues.

Mr. Seivert – We met with the auditors and I think they outlined the fact that they were looking at clusters of counties and comparing the data in like size environment. If anybody stood out in particular in those they were going to those counties and asking for clarification as to why that may be.

Mr. Koppert – This particular report, I think that was missed.

Mr. DeRouche – The initial report of data...the audit report comes after.

Mr. Koppert – I think on going two-year cycles it will get better.

Mr. Bryant – From my point and strictly with discussion from legislators. For the amount of time on waiting for this information...the impact of this report. Everyone is telling me the costs are going to go up in the future to run these PSAPs. I think the value of these reports will show that. And if we are talking about at some point raising the surcharge then we need that information to show. I would be in favor of keeping it so that I have facts and figures. The first time is always the hardest and time consuming. For the potential value it has, I would like to see it continue.

Mr. DeRouche – I do need to correct something I said last month as we were discussing the budget as far as the \$100,000 that goes towards the council and public education. I went back and looked how that was written and asked a few questions to make sure I was aware how that does work. That still needs to go through our purchasing process. So anything marketing, PR related still needs to go out on our purchasing/procurement process. So it's not just simply hiring someone to do that. I think I kind of implied that. We have to go through Homeland Security to do that.

The governor's Condition of the State Address was earlier this week. In conjunction with that he dropped his recommended budget. The scheduled lease payment for the 700 MHz radio, he is recommending that comes out of Rebuild Iowa Infrastructure Fund instead of the E911 Fund. That is a one year payment put into his budget and of course the legislature still has to discuss and vote on this but at the moment it appears that he is not pushing to have that lease payment come out of the E911 Fund for the second year of least payment. Nothing that we have seen or heard that is going to go back and undo the first year lease payment of \$4 million out of the E911 Fund. Still haven't paid that or seen a bill.

Mr. Seivert – We talked about increasing the amount of wireless grant and we were advised to hold off to see what happens to that particular item. Is there any consideration to increasing that grant yet this year as well as next year?

Mr. DeRouche – I discussed it with our director yesterday I didn't approach it from the rest of this fiscal year being able to raise that amount. What I did discuss with him is doing some sort of two-year grant. You get \$200,000 and you have two years to spend that. Example you could purchase an entire CPE for \$150,000 instead of having to use \$50,000 of your own money. The caveat is I have to feel comfortable that for two years no one is going to do anything with that fund. If you don't apply until that second year and you are going to do it all in that second year, will we still have the \$200,000 available statewide. That is the only worry I would have.

Chair Ray – I would strongly wait until we see how this legislative session goes. We should have a better idea by this summer.

Mr. Bryant – I was pleased that the governor's budget had zero dollars coming out of the 911 funds. We're a long ways from the end of the session. I have been pleasantly surprised by Rep. Worthan that he took the time to understand all of this and was more favorable to my position on this. On the other side one of priorities the Democratic leaders have is education. And if we are going to have this budget shortfall don't be surprised that they don't come back and discuss using the 911 fund again. This is a one-year deal. If we do the \$200,000 for two years versus the \$100,000 for one year, we are still back to the same math. If there are no other funds coming out of there for anything else that we don't know it doesn't mean that there isn't something that looks at it besides the state 700 MHz system. We will still continue to

grow the carryover which again makes the numbers from the study prove that we need it. We want to be fiscally responsible. Some of you remember back in the day we didn't have the money to pay the reimbursement to the providers. We don't need to make the golden egg bigger in two years either. Instead of having \$15 or \$18 million we have \$30 million sitting there and be more attractive. I personally would not have a problem waiting to see how the session shakes out but the session will be over and we can make decisions for the next fiscal year. I know that doesn't help because I have heard it from Andy and Mike from back home. We are doing budgets in March and don't know what the loan amount is going to be come July and I understand that's a problem. The best problem is you potentially could get more. Wait until session is over.

Mr. Koppert – Would the treasurer's office, who recommended they not do the lease, is that going to have any effect on what legislators think? Whether they want to make a onetime payment out there and pay for the whole system. It makes logically sense to me that they would want to do that.

Mr. DeRouchey – I honestly have not heard of any update.

Mr. Allen – Everything I have heard here today, I've heard somewhere. Revenue diversity spreads the responsibility/ownership. Yes, 911 made the first installment, RIF makes the second installment, someone else makes the third and so on. When we continue making payments on a lease to a vendor, you have them where you want them. You can withhold payment if they don't perform. That is my personal opinion.

Wireless Carryover Fund PSAP Application Approvals.

Page County GIS (Clarinda PD) – NG9-1-1 address point layer development and GIS maintenance. Grant request of \$15,000.

Ringgold County GIS – GIS map data maintenance (wireline layers) and Phase 1 wireless layers maintenance. Grant request of \$13,800.

Scott County GIS – Update GIS mapping to comply with the Iowa NG911 GIS data standards. Grant request of \$15,000.

Warren County GIS – 911 GIS data remediation and improvement of accuracy. Grant request of \$14,250.

Benton County GIS – NG911 GIS data maintenance to comply with the NG911 standards. Grant request of \$15,000.

Buena Vista County – Four position sit-stand workstations, monitors, speaker bars, APC battery backup/surge protectors. Grant request of \$100,000.

Decatur County GIS – NG911 GIS data updates and maintenance. Grant request of \$15,000.

Des Moines County (Descom) – Upgrade portable and mobile radios to APCO P25 Digital. Grant request of \$100,000.

Hardin County (Hardin County Sheriff's Office) – Complete computer aided dispatch system and connectivity for the Iowa Falls PSAP as a backup center. Grant request of \$100,000.

Harrison County GIS – GIS mapping support, statewide GeoComm project support, Insight/EFS/Connect support and 911 data QA/QC. Grant request of \$15,000.

Johnson County GIS – NG911 GIS database maintenance to comply with the state standards. Grant request of \$15,000.

Motion by Dave Kaus, seconded by Rob Koppert to recommend for approval all of the above applications. All ayes. Motion passed.

Polk County (Des Moines PD) – Purchase of mobile data computers for the dispatching of emergency 911 calls. Grant request of \$100,000.

Motion by Rob Koppert, seconded by Sheriff Rotter to recommend for approval the Polk County application. All ayes except for Sandy Morris who abstained. Motion passed.

Reports of Officers, Boards and Standing Committees

Technical Advisory – Dave Kaus

My only advice is we started talking about an app be careful what you wish for on an app because it could be more damaging than it could be anything else.

Legislative Updates – Vice Chair Bob Seivert

As far as I am aware there are not any bills being proposed for 911. I know Rep. Worthan is looking at the percentage change. Last year we ended up at 58 percent. Toward the end of last year our original stand was we wanted as much to come back to the PSAPs in a percent to the point there would be no carryover grant. There are a lot of counties that would like to see the grant versus a larger percent coming back to the PSAP. I don't know if that consensus really exists today. I think we need to kind of sit back and wait to see what gets proposed then I think we are all in a defensive mode. The one thing I would like to see and we talked about the carryover fund and Blake mention \$200,000 over two years. The formulas that John was able to develop last year....really the bottom line is we should do something legislatively to codify how that carryover money is spent. The terminology within Chapter 34A infers that is a surplus. I think we can say it but not use that terminology because the surplus has an entirely different connotation. Have an operational carryover fund or a fund for future development or something of that nature. I would encourage that. That we look at a way to codify the carryover grant so that we as PSAPs have an expectation every year that something's going to happen. We are subject to the whims of Homeland Security on how much of that fund is released to the PSAPs, if any. We have seen years where the grant came out of the dollar for dollar match. We have seen years where is has been less than \$100,000. We've had years where Homeland Security has had a project that they were anticipating which is the ESINet and the PSAPs didn't have any money for those years because Homeland Security was paying for that system. So that is why I think legislatively it would be good to codify that.

Mr. Brooke – So you would codify what it is going to be spent on and also how it is distributed like changing that algorithm that John came up with for \$100,000 per? I am confused how a two-position PSAP gets \$100,000 and a 20-position PSAP gets \$100,000.

Mr. DeRouchey – Right now the code says each PSAP has to have equal access to the carryover fund. Size doesn't enter in that. It's not \$100,000 per service board. It is \$100,000 per PSAP.

Mr. Brooke - I just think that should be part of your discussion.

Mr. Seivert – We really don't have a proposal out there. It just.....let's firm it up so it can't be reduced or changed at the whim of a state agency.

Mr. DeRouchey – And to just make sure we're clear that is for the grant only. The other surcharge is passed through based on call count and size of service areas.

Budget Committee – Rob Dehnert/Rob Koppert

Mr. Koppert shared notes from the committee's Dec. 16 conference call.

- Current problems and the priorities of the messages the public need to know from the 911 community.
 - Butt dials, locking the phone, giving old phones to kids as a toy, text messaging, use of uninitialized phones to contact 911
- Targeted demographic(s)
- Hosting of a website – high priority
 - Public and password protected portion of the website for 911 professionals
- 10-digit non-emergency numbers – lack of phones books or other ready resources for 10-digit numbers
- Hiring a marketing consultant
- Business cards could be used as a promotional item pointing people to a 911 website
- Social media presence for the Council

- Videotaping and publishing on YouTube of council meetings

I have contacted the Office of the Chief Information Officer to find out what they can do as far as hosting a website. So it would be 911.iowa.gov.

Interoperability Governance Board – Iowa Statewide Interoperable Communications System Board (ISICSB) – Craig Allen

Will be presenting a policy statement at the ISICSB meeting for supporting funding of local procurement of public safety grade land mobile radio equipment used on statewide interoperable networks and platforms. The policy is to allocate and oversee such state appropriations or other funding for interoperable communications by identifying, promoting and providing incentive for standards based interoperable equipment which meets or exceeds criteria established by ISICSB for use on statewide interoperable systems/platforms. During some of our conversations, since the Board as the authority in one of its 14 “shalls” to provide funding when its available to county local operations that we should start organizing around that because that is one of the things that has happened in other states. If this passes, the Board would begin asking the legislature the state funding for an enhanced amount each year that would basically be a pass through back to the local entities that come on the statewide system. There doesn't seem to be much push back on that. To be clear this would be a separate state appropriation that would go to the Board for that particular purpose. Other states have done things like that. I have met with the Homeland Security director last week and talked about that very thing. As we move forward who do we make sure there is an alignment so there is a closer relationship between Helen and I and the grant funding aspects that is touched by Homeland Security. Not that we say we change anything but just be aware if you are going this direction that may not work for you the way you expect.

The contract with Motorola was signed in late December. Dec. 28, 29 and 30 a small contingent of us went over to see it on the factory testing stage. It passed. It's now shipping to Iowa. Regarding the \$4 million bill, I have seen that. Blake you should be seeing that very soon. It is now moving from that concept to reality. There are kind of two concepts going on at the same time. You hear us talking about FirstNet. You have to go to Texas, Los Angeles, and Boulder, Colorado to actually see it work. We've had conversations about taking a contingency out and looking at that. So those of you that operate on trunked system today have a pretty good idea how it works.

We passed an AES encryption standard last month. So anyone that is buying encryption be aware. If you are buying radio equipment with encryption if AES is not in it, make sure it is AES capable.

Items for Discussion

Updating Council Bylaws

Mrs. Hall – I have taken on the task of updating the Council's bylaws. Some of the language was changed to match the language in Chapter 34A, reformatted and sectioned out the bylaws, and added some updated language. Also added that every member organization of the council must sign the approve bylaws. These are being presented to the council because there has to be a one month notice of any changes to the bylaws. This will be put on next month's agenda and if acceptable we will approve it at next month's meeting.

Mr. Halterman – Under Section 4 of Meetings regarding posting is there a rule specific to where that should be posted.

Mr. DeRouchey – We post it on our website and the rule of law is that it has to be a week in advance of the meeting. I'm not sure that there is any requirement that it has to be posted anywhere else.

Mrs. Hall – That verbiage I took exactly from the old bylaws.

Mr. Halterman – Then under Article 8. Special Meetings. Does it have to following that same 48 hours in advance?

Mrs. Hall – Any other meetings that I deal with the time of notice is 24 hours.

Mr. DeRouchey – I will check on that.

Mr. Koppert – If we had a website we would have a specific place to post them. I know they are posted on the Iowa NENA website. That is something the website would be needed for.

Mr. Dehnert – Is this an opportunity to consider allowing participation remotely/telephonically to our meetings?

Mrs. Hall – We have discussed this before but we received an Attorney General recommendation not to do that.

Mr. DeRouchey – We have a different Attorney General than DPS does and the recommendation was to not allow it.

Mr. Dehnert – It seems weird that one meeting does and the next doesn't.

Mr. Allen – Maybe I can clear that up a bit. I had to push very hard to get that. It makes no sense to me. We are trying to get 99 counties involved. It is illogical to not make that available and have a public comment time on your agenda. There was real concern about the meetings getting out of hand and people on the call would want to talk too long. We haven't had any of those concerns. It makes sense to dial into one meeting then dial into the next one.

Mr. Mallot – I use it too. Were you told that votes for budget could not be on a conference call because I was told it had to be in person.

Mr. Allen – There were questions about that and from my perspective it is real simple. You do a roll call vote. The state legislative language says you can only use that electronic communication when it is impossible or impracticable for your members to attend. We had members that had a bad back they can't drive. The sheriff was out of state a lot. So then we had quorum issues. It was rendering the board almost unworkable without the access to technology.

Chair Ray – Review those and we will put that on the agenda for the next meeting.

Unfinished Business

None

Travel Requests

None

Business from the Floor / 911 Issues at the PSAPs

Mr. Halterman – I wanted to give everyone an update where we are with MACH and TraCS. The DOT has hired two additional support staff for our team. We will be doing away with a majority of the current criteria that was preventing agencies coming on board with TraCS and MACH. We will be taking names of agencies that are interest in getting on board with the software.

Mr. Allen – We had a RIC meeting where we brought all of our RIC chairs in. They will report to the user group that Andy Buffington chairs. The dates have been set for all of those meetings expect for one region that is still in the formative stages. We expect these to be held over the conference line.

Mr. Bryant – This came out of the outreach conference call. There is a need for COML and COMT trainers.

Mr. Wagner – It was for CASM training. We do have a need for COML and COMT. We just have two trainers in the state.

Mr. Bryant - There is a need for those. So when you go back home put the word out.

Mr. Wagner – We are going to be doing our CASM training and data collection. We want to get your opinion on when is the best time to hold training.

Mr. Allen – We are pushing everything to CASM.

Mr. Smith – You talked about this potential office of communications at the local levels. Is there going to be any strong emphasis to get moving on that? If you get going on that are you going to get user groups together, what it would look like and have something ready within the next six months? If it takes something legislatively, you can get it on the legislative radar early. So you're not sitting on it, talking about it.

Mr. DeRouchey – Other than it being a topic in a report and us having some low-level internal discussions at the state level, I'm not sure we put too much thought at this point into what that looks like locally. It might be another good topic for that strategic planning session that I talked about on best practices and how to move that forward as well. I don't have an answer for your question yet.

Mr. Smith – I just encourage if you are going to think about doing something go ahead and get it in play and start looking at it. Everybody has a lot of tasks they are doing.

Mr. Koppert – We need something. Not that we want to take it away from the sheriff's office. Whatever is currently out there and because that does work for that county, there are some counties that's not working correctly or they need to find some other means to do things. One thing I'd like to see is 34A match 29C as far as budgeting or how they do the budget. The E911 service boards can actually run the office of emergency communications like emergency management can and have that 911 center budget flow through the 911 service board budget and just like it can with the emergency management budget. You know how the emergency management budget works. You certify it, give it to the Board (Board of Supervisors) and they have to spread the tax according to the four or five methods. I would like to see 911 service boards be able to do that as well. That would handle a lot of problems too.

Mr. Smith – Right now there is already a section in the emergency management side that you can put communications through. Some folks locally aren't aware of that.

Mr. Koppert – And there's some that don't want it that way because they feel that makes the emergency management commission in charge of the 911 center and they don't want to do that. That's why some want it in the same language, same purpose under the 911 service boards.

Mr. Seivert – The mission of council is to make recommendations and advise the program manager. I would think the council...having a committee that looks into how that would be formed and what it would include is certainly within our scope. Motion by Bob Seivert, seconded by Rob Koppert to form a committee on how the office of emergency communication would be formed and what it would include. All ayes. Passed.

Next meeting will be Thursday, Feb. 11, 2016, at 9 a.m. at the West Des Moines City Hall Council Chambers.

There being no further business Chair Ray adjourned the meeting at 10:32 a.m.

Respectfully submitted,

Sally Hall, Secretary