Call to Order
The meeting was called to order by Chair Rob Rotter at 9:00 A.M. and a quorum was determined from the roll call.

Roll Call
Iowa Association of Public Safety Communications Officers (APCO) Secretary alternate Cara Sorrells Present
Iowa Chapter of the National Emergency Number Association (NENA) alternate Tracey Bearden Present
Iowa Geographic Information Council alternate Lawrence Hartpence Present
Iowa State Sheriffs & Deputies Association (ISSDA) alternate Robert Rotter Present
Iowa Peace Officers Association (IPO) alternate George Griffith Present
Iowa Professional Firefighters (IAPFF) alternate Mike S. Bryant Absent
Iowa Firefighters Association (IFA) alternate Mark Murphy Present
Iowa Emergency Managers Association (IEMA) alternate Jeff Anderson Present
Iowa Department of Public Safety (IDPS) alternate Robert Johannesen Present
Iowa Emergency Medical Services Association (IEMSA) alternate Rob Dehnert Absent
Iowa Telephone Association <15,000 alternate Jack DeAngelo Absent
Iowa Telephone Association >15,000 alternate Taylor Tippell Absent
Cellular Providers alternate Steve Zimmer Absent
PCS Providers alternate Joe Sargent Absent
Auditor of the State, Ex-Officio member alternate John McCormally Absent

Staff:
Blake DeRouchey, 911 Program Manager Present

Guests also present by teleconference:
Chair Rob Rotter welcomed everyone. Board members in attendance introduced themselves.

**Approve the Agenda**

Chair Rob Rotter asked for a motion to approve the agenda as presented. Motion by Mark Murphy to approve the agenda. Seconded by George Griffith. All ayes. Passed.

**Approve the Minutes**

Chair Rob Rotter asked for a motion to approve the previous meeting minutes. Motion by Jeff Anderson. Seconded by Tracey Bearden to approve the minutes of June 11th, 2020. All ayes. Passed.

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

Program Manager Report

- Upcoming Wireline Migration
  - Successful migrations at two PSAPs
    - Marshalltown, Iowa Falls PD
    - Hamilton Co Sheriff’s Office scheduled today
  - Weekly PSAP by PSAP updates for awareness
  - Additional sites scheduled soon
- Quarterly Payments: End of Month
- End of Year Pass through: Beginning of August
2020 GIS Information

**Benchmarks 2021**

- **Upload within 6 month period**
- **98% GIS**
- **98% ALI to Road Center Line**

- **June: 5 Counties**
  - **$30,000**
- **Total Period 2:**
  - **88 Counties**
  - **$582,000**
- **Total FY20: 1,134,000**
  - **90 Counties**
- **Total FY19: $1,140,000**
  - **90 Counties**

**Current Travel/Public Ed/Training Fund**

- **$100,000 Annually (FY2020)**
- **Expended: $64,361.30**
• Remaining: $35,638.70

• **100,000 Annually (FY2021)**
  • Expended: $0.00
  • Requested: $8,100
  • Remaining if Approved: $91,900

State of Iowa Project Update(s)

Zetron/Shared Services – Cody Brink, Zetron

• **Oelwein signed off their MAX CT deployment.**
• **Comtech completed their first migration to statewide ALI and wireline call support on June 29. Comtech is planning on scheduling migrations by selective router. Expecting Humboldt and Iowa Co to be in first group of migrations, awaiting firm dates.**
• **PSAP router IOS upgrades and migrations from JFHQ to Tiffin being scheduled in preparations for JFHQ upgrade scheduled for week of July 27.**

<table>
<thead>
<tr>
<th>PSAP Status</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
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<tbody>
<tr>
<td>Max CT Live</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Max CT Turn up underway</td>
<td>3</td>
<td>2</td>
<td>5</td>
<td>4</td>
<td>1</td>
<td>1</td>
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<tr>
<td>EMD Live</td>
<td>2</td>
<td>2</td>
<td>1</td>
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<tr>
<td>EMD Turn up underway</td>
<td>2</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>4</td>
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<tr>
<td>CAD Live</td>
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<tr>
<td>CAD Turn up underway</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td></td>
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<tr>
<td>Circuits Turned up</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>1</td>
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<tr>
<td>CT Equipment Shipped</td>
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<td></td>
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<tr>
<td>Site Surveys underway</td>
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<td>1</td>
<td>2</td>
<td>1</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Count</td>
<td>Location</td>
<td>Services</td>
<td>MAX CT Consoles</td>
<td>Equip at RACOM</td>
<td>Circuit turn up</td>
<td>Go Live</td>
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<tr>
<td>19</td>
<td>Humboldt CO</td>
<td>MAX CT</td>
<td>3</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Iowa Co</td>
<td>MAX CT (No Map), laptop, EMD (PP), MIS, PBX, Wallboards</td>
<td>3</td>
<td>At RACOM Pella</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td>21</td>
<td>Marion CO</td>
<td>MAX CT, EMD (PP)</td>
<td>3</td>
<td>At RACOM Pella</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td>22</td>
<td>Shelby CO</td>
<td>MAX CT, CAD, Mobile CAD, MIS</td>
<td>3</td>
<td>3/6/2020</td>
<td>TBD</td>
<td>TBD</td>
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</tr>
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</table>

**Services Key**

- **Max CT**: MAX Call Taker, Includes Logger and Map Viewer
- **CAD**: Computer Aided Dispatch
- **MIS**: Management Information System
- **EMD**: Emergency Medical Dispatch
- **PP**: PowerPhone
- **PD**: Priority Dispatch

**Wireline – Mike Lauer, ICN**

Mike Lauer gave a brief update. He reported that they are on track to cutover six PSAPs a week, sometimes more. This will get underway more in August. He mentioned that the links between the ICN at Mason City and Davenport are network connections between the ICN and CenturyLink. They have 911 testing that needs to occur over those links before they can start to cut over PSAPs to the new system. They are working on the testing and they should be turning it up in the next two weeks. They will reach out to PSAPs two weeks in advance and they have a good process in place. He urges everyone that if an issue comes up (like staffing) to contact them and they will reschedule, it’s no problem. Things are going smoothly and it will be get better as it gets more systematized. The bulk will be in the Fall time frame. Lauer encouraged everyone to reach out with any questions or for updates to himself, Blake or Bill Burnett.

Bill Burnett had nothing to add except feel free to contact him if necessary.

**Training Funds Request**
Tracey Bearden reported that Polk County was requesting funding for training at Westcom Emergency Communications. This would be a three-day training titled “EVERYONE is Leading – Motivating Todays Leaders for Tomorrow’s Challenges” by Showalter & Company. The 10% match has already been met and the total of the training funds requested is $8,100. The maximum participants would be 25 and it will be held September 21st, 22nd, and 23rd. A virtual learning experience is possible if we still cannot meet physically. Jeff Anderson made a motion to approve the training funds request. Second by Mark Murphy. The motion carries with Tracey Bearden and Lawrence Hartpence abstaining.

**Technical Advisory**

None.

**SWIC Chris Maiers gave the following update**

- Update on the TA requests from ICTAP. Discussions continue and one has been delivered.
  - **Planning for Alternate PSAP Facilities** TA was held on June 25th and had between 30-40 individuals on the webinar at various times. Feedback overall was good, but we did learn a few things on how to conduct webinars more efficiently.
  - **Encryption Planning and Usage for Administrators** is slated for July 30th at 0900-1030 CDT. This is to help communications administrators develop an understanding of encryption. This is part one of a two part webinar. The first is for the administrators; the second is for the technicians.
  - **Standard Operating Procedures (SOP) / Communications Plan Review and Development** is back on as well. That was postponed in March. It is now slated as a two part webinar on Sept 15th and 16th from 0800-1130 CDT each day. Emails to previously registered persons will go out Friday.
- PSAP Grant – Only one PSAP has not yet completed the test call.
  - Still offering one-on-one PSAP training, and we have been able to do this virtually. Let me know if you want some.
- ISICS applications approved last month:
  - Bremer County Emergency Management – Level 1
  - Winneshiek County Emergency Management – Level 1
  - Clarke County Sheriff’s Office – Level 1
  - Calhoun County Emergency Management (update) – Level 2
  - Muscatine County (update) – Level 2
- ISICS application up for approval today:
  - Iowa Department of Human Services – Level 1
  - Wayne County Sheriff’s Office – Level 2
  - Adams County EMA (update – adding paging talkgroups) – Level 3
  - Cass County – Level 3
  - Butler County 911 – Level 2
  - Chickasaw County 911 – Level 4
- **StatusBoard Update.**
- There was an unexpected outage earlier this week that was resolved in about 16 hours. A SSL certificate issue made browsers display that the site wasn’t secure. Users could still get to it by clicking on the warning message and stating they wanted to go to the site anyway, but that isn’t desirable operation. Once we got a new certificate installed at the site, things were back to normal.
- StatusBoard updates to the interoperable talkgroup tabs are completed. The new naming convention has the interoperable tabs grouped together so it is easier for the dispatchers to find what they need.
- 6th TAC in each region is for COVID response at the local level

**Jim Lundsted Update**
None.

**34A Update**

Tracey Bearden reported she had no update. They are still working on how to get groups of people together. It may be the end of August or early September before they can meet in person.

**Baseline Knowledge for 911 Communications**

None.

**Legislative Issues**

Tracey Bearden read an email from Iowa NENA:

We are proud to inform you that SF2373 a bill which defines Iowa’s nearly 800 9-1-1 dispatchers/telecommunicators as Public Safety Telecommunicators and as First Responders unanimously passed the Iowa Senate on June 11, 2020 and the Iowa House on June 16, 2020. On June 25, 2020 Governor Kim Reynolds signed SF2373 into law. Iowa NENA along with Iowa APCO worked with our lobbyists at Advocacy Strategies, LLC and Public Safety Telecommunicators and supporters from across the state to make this a reality. This legislation is the first of many steps to ensure Iowa’s Public Safety Telecommunicators are held at the same level as our public safety partners across the state.

**Unfinished Business**

None.

**New Business**

None.
Travel Requests

None.

Business from the Floor / 911 Issues at the PSAPs

Darin Riney thanked the Council for approving Westcom’s training request. He clarified that the 25-person maximum is really a minimum as they expected to accommodate that many or more with consideration of social distancing. If it is held virtually, they can accommodate even more on a webinar. The same course will be repeated over three days with September 21st and 22nd being from 0800-1700 and September 23rd from 1300-2200. So, this opportunity will benefit at least 75 people if not more.

Next meeting date will be August 13th, 2020 at 9:00 AM tentatively if in person at the Des Moines Parks and Recreation Board Room 1551 East Martin Luther King, Jr. Parkway Des Moines.

Chair Rotter asked for a motion to adjourn the meeting. Motion made by Tracey Bearden. Seconded by Robby Johannesen.

Meeting adjourned at 9:38 A.M.

Cara Sorrells, Secretary