

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

	<p>Iowa 911 Communications Council Meeting Thursday, March 12th, 2020 Des Moines Parks and Rec Board Room Des Moines, Iowa</p>
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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

	Representative	Attendance
Iowa Association of Public Safety Communications Officers (APCO) Secretary	Cara Sorrells	Present
alternate	Angie Dobyms	
Iowa Chapter of the National Emergency Number Association (NENA)	Tracey Bearden	Present
alternate	Kirk Hundertmark	
Iowa Geographic Information Council	Lawrence Hartpence	Present
alternate	vacant	
Iowa State Sheriffs & Deputies Association (ISSDA)	Robert Rotter	Present
alternate	Dean Kruger	
Iowa Peace Officers Association (IPO)	George Griffith	Excused
alternate	vacant	
Iowa Professional Firefighters (IAPFF)	Mike S. Bryant	Present
alternate	Doug Neys	
Iowa Firefighters Association (IFA)	Mark Murphy	by phone
alternate	Tom Berger	
Iowa Emergency Managers Association (IEMA)	Jeff Anderson	Absent
alternate	Mindy Benson	
Iowa Department of Public Safety (IDPS)	Robert Johannesen	Present
alternate	vacant	
Iowa Emergency Medical Services Association (IEMSA)	Rob Dehnert	by phone
alternate	Paul Andorf	
Iowa Telephone Association <15,000	Jack DeAngelo	by phone
alternate	Pat Snyder	
Iowa Telephone Association >15,000	Taylor Teepell	Excused
alternate	Wayne Johnson	
Cellular Providers	Steve Zimmer	Absent
alternate	Bill Tortoriello	
PCS Providers	Joe Sargent	Absent
alternate	vacant	
Auditor of the State, Ex-Officio member	John McCormally	Absent
Staff:		
Blake DeRouchey, 911 Program Manager		Present

Guests:

Hollie Davidson, ISICSB	Mike Lauer, ICN
Chris Maiers, ISICSB SWIC	Brad Button, Des Moines PD

Shawn Wagner, ISICSB
Brent Long, Polk County SO
Amanda Roush, Story County 911

Connie Stufflebeem, DPS
Allie Bright, 911 Program Planner
Jessica Frye, GeoComm

Guest present by teleconference:

Brenda Vande Voorde, Fayette County 911
Kathy Herrig, Floyd County 911
Tammy Rodriguez, ICN
Stephen Rodriguez, ICN
Evan Sinnott, Buchanan County GIS
Cheryl Eklofe, Mahaska County SO

Cherese Sexe, Humboldt County 911
Bill Burnett, Comtech
Brenda Bennett, Ottumwa PD
Bobbie Wells, Sac County 911
Michelle Kingrey, Marion County SO
Scott Rounds, Des Moines PD

Introductions

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 Tracey Bearden to approve the agenda. Seconded by Robby Johannesen. All ayes. Passed.

Approve the Minutes

Chair Rob Rotter asked for a motion to approve the previous meeting minutes. Motion by Robby Johannesen. Seconded by Tracey Bearden to approve the minutes of February 13th, 2020. All ayes. Passed.

State of Iowa Administrator Reports (Blake DeRouchey)

Program Manager Report

- Upcoming Wireline Migration
 - Informational Webinars Posted to our website
 - PSAPs
 - Carriers
 - Local ALI Database PSAPs
 - Tentative Schedule Announced
 - Information intake forms from PSAPs (14) and Telco's (16)
 - ESN Worksheets (57)
 - **ALI Database training held**
 - **User Guides sent out**
 - **Recorded Training links sent out**
 - **Participate. Engage. Ask Questions. Please.**
- 911 Education Awareness Month Proc signing?
- COVID-19 Recommendations for PSAPs
 - HIPPA Guidance

2019 Novel Coronavirus Fact Sheet for 911 Answering Points

Issued 2/10/2020

Public Service Answering Points (PSAPs), municipalities and local EMS authorities should consider developing modified caller queries as outlined below. These caller queries should be reviewed with local EMS medical and service directors (in accordance with normal procedures), and communicated to local public health departments.

Suggestions for Modified Caller Queries

PSAPs should consider questioning callers to determine the possibility that this call concerns a person who may have signs or symptoms and risk factors for 2019-nCoV. Suggested queries include:

Fever (subjective or confirmed) and respiratory illness (cough or shortness of breath)
AND
A history of travel from mainland China within 14 days of symptom onset
OR
Close contact with a laboratory-confirmed 2019-nCoV patient within 14 days of symptom onset

The query process should never supersede the provision of pre-arrival instructions to the caller when immediate lifesaving interventions (e.g., CPR or the Heimlich maneuver) are indicated.

Communicate information regarding concerns of signs or symptoms and risk factors for 2019-nCoV immediately to EMS before arrival on scene in order to assure use of appropriate personal protective equipment (PPE) for the EMS provider.

Find additional state and federal references at the following websites:

<https://idph.iowa.gov/Emerging-Health-Issues/Novel-Coronavirus>

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-for-ems.html>

HIPPA Guidance for PSAPs

- *“The PSAP should communicate information regarding concerns of signs or symptoms and risk factors for COVID19 immediately to EMS before arrival on scene in order to ensure the use of appropriate personal protective equipment (PPE) for the EMS provider. It is at your discretion if that is over the public air or by a more private communication mechanism.”*

Outstanding Forms

Service Board Membership Forms

- Clinton
- Fremont
- Lee
- Ringgold
- Warren

Expenditure Collection Forms

- Clinton
- Fremont
- Ringgold
- Warren

2020 GIS Information

Period 2: January-June

All counties remain eligible for \$6,000 from Jan-Jun submissions

Benchmarks:

Upload within the period (Jul-Dec)

98% GIS

95% ALI to Road Center Line

- February:
 - 27 Counties
 - \$180,000
- Total FY20:
 - 51 Counties
 - \$900,000

Current Travel/Public Ed/Training Fund

- **\$100,000 Annually (FY2020)**
- Expended: \$59,271.60
- Approved: \$27,454.50
- Still to Consider
 - NENA Spring: \$5,000
 - APCO Spring: \$4,500
- Remaining: \$3,773.90
- Application closed for FY2020

State of Iowa NG911 Project Update

- GeoComm – Jessica Frye

Topics

- Current state of NG911 GIS Data
- Transition to a GIS based MSAG
- Transition to NG911 GIS based call routing

Current State of NG911 GIS Data

- GIS Data Accuracy
 - 47 counties/regions at or above 99%
 - 31 counties above 98% (but below 99%)
78 well positioned for NG911 GIS call routing
83.87%
 - 15 counties below 98%

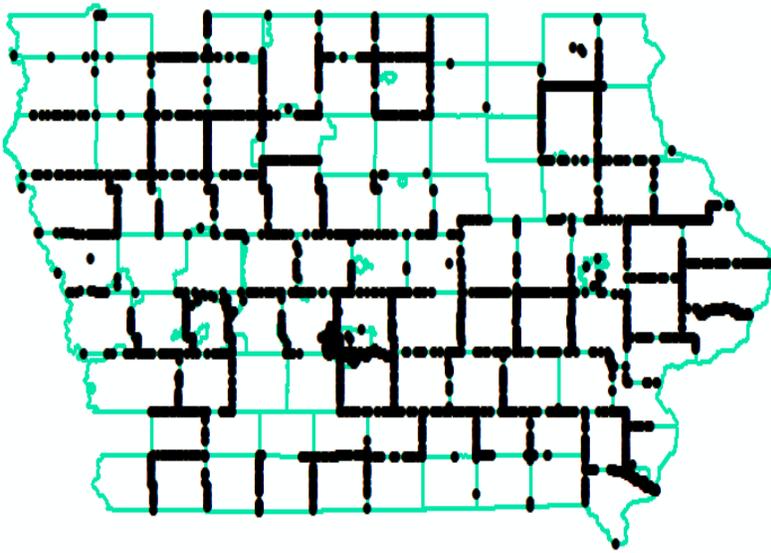
Benchmark Qualified

>/= to 98% for GIS | </= to 95% for ALL to RCL

Month	Number Qualified
Jan 2020 (2 nd half)	23
July 2019 (1 st half)	8
February 2020 (2 nd half)	27
August 2019 (1 st half)	13

Outstanding GIS Items

- Boundary Gaps and Overlaps



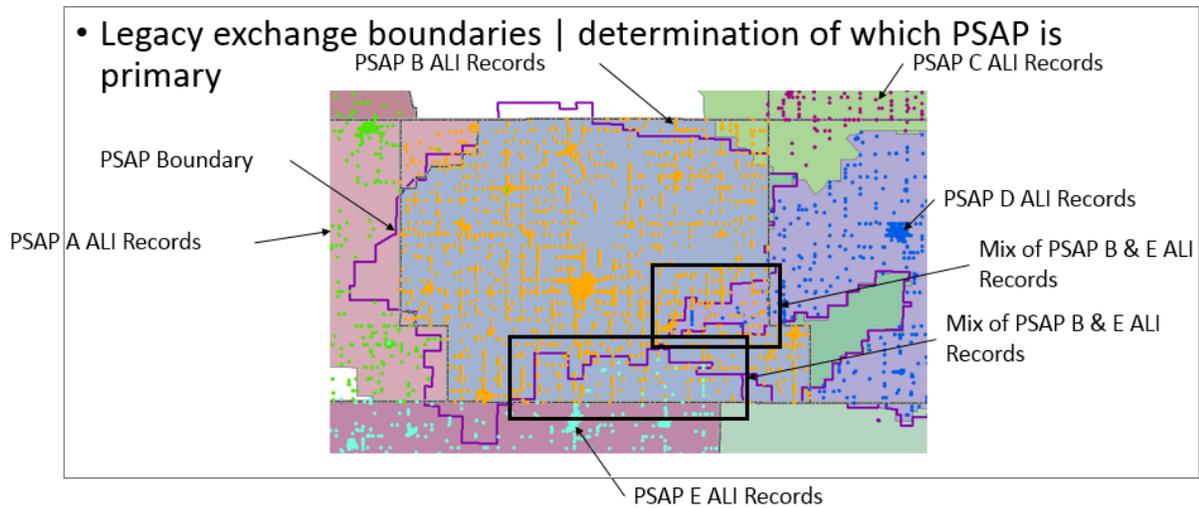
Corrections needed to mitigate default routing of 911 calls at boundaries.

- Goal for NG911 Call routing: No gaps and overlaps | seamless dataset

Current State of NG911 GIS Data | ALI to RCL

- ALI to RCL Synchronization Rates
 - 19 counties/regions above 98%
 - 20.43% well positioned for GIS based MSAG
 - 55 counties between 97.99% and 95%
 - 16 counties under 95%

Outstanding ALI to RCL Issues



Outstanding ALI to Road Centerline Issues

- Current Impact:
 - Call routing: None | E911 call routing utilizing existing ALI & MSAG
 - ALI to Road Centerline Sync: Entities unable to achieve 98% or higher
- Future Impact:
 - Delay transition to GIS based MSAG and GIS based call routing (NG)

These overlapping areas must be addressed and resolved prior to transitioning to either.

Potential Jurisdictions Affected

- Allamakee County | Houston, MN
- Dubuque County | Clayton, Delaware, Jones
- Harrison County | Crawford, Monona, Pottawattamie, Shelby
- Humboldt County | Kossuth, Pocahontas, Wright
- Iowa County | Benton, Johnson, Keokuk, Poweshiek
- Marion County & Pella PD | Mahaska, Warren
- Polk County, Des Moines PD & WestCom | Dallas, Madison, Warren
- Scott County | Clinton, Muscatine
- Story County & Ames | Boone, Jasper, Hardin, Hamilton, Marshall Polk
- Winnebago County | Hancock & Kossuth
- Woodbury County | North Sioux City, SD

GIS Transitions Goals

- GIS based MSAG | December 2020
- GIS base NG911 Call Routing | December 2021

Key to meeting these goals is cooperation & coordination
of all stakeholders – GIS, 911, State of Iowa 911,
Comtech, GeoComm.

Questions?

Jessica Frye, ENP
GeoComm Project Manager
320-281-2554
jfrye@geo-comm.com

Training Funds Request

None.

SWIC Chris Maiers gave the following update

- New ISICSB member – Sheriff Schluttenhofer Wright County representing ISSDA
- TA requests – SOP Development March 24th at HSEMD Windsor Heights
- TA requests – Encryption set of TA's 2 courses (a webinar & 1 in person)
- Test calls for PSAP grant held March 11th and ten PSAPs left with no test
- Took delivery of some of the last pieces of equipment for that grant and are working on programming
- Offering another Regional training session March 24th at Ida Grove
- Additional training session coming April 16th at Charles City
- Finalizing RIC 1 training for April 22nd in Ames
- Still offering one-on-one PSAP training.
- ISICS applications approved over the last month:
 - Mapleton PD – Level 2
- ISICS application up for approval today:
 - Avera Health Care/Avera Care Flight – Level 1
 - Baxter FD – Level 2
 - Calhoun County EMA – Level 2
 - Delaware County Comms – increasing # of radios Level 1
 - Des Moines Public Schools – Level 2
 - Iowa National Guard -Level 2
 - Safeguard Iowa Partnership – Level 2
 - West Branch PD/FD – Level 2
- Status Board was demonstrated. Pilot testing will follow and wide scale release Q2.
- Status Board Regional training sessions to follow. Also a demo at Iowa NENA April.

Technical Advisory

None.

Jim Lundsted Update

None. Tracey Bearden encouraged people to reach out to Jim for Cybersecurity issues. He is a resource and an asset. And the services or guidance that they can provide is a free service.

34A Update

Tracey Bearden reported that she met with Allie last week to go over a pathway forward. They discussed the drafting of a strategic plan and looked over the Peer Assessment. Bearden will divide and draft something by the different standards (not met, minimum, etc....) They will be discussing those with the strategic plan and get a date for a meeting (either by Zoom or in person). They want to ensure anything in that plan that the PSAPs are required to do, that there is a pathway to get there. Funding for instance, is an example. They don't want the State to say you must do X, Y, and Z and then there is no way to get there. The meetings will hopefully happen after Spring break.

Baseline Knowledge for 911 Communications

Jamey Robinson was absent. The issue was tabled, and Chair Rotter encouraged everyone to take the next month to review the Baseline Knowledge study document they drafted.

Legislative Issues

Bearden mentioned some push back from the leadership on SF 2371 and HF 2531 that includes language making telecommunicators first responders. They are not wanting to support the bill. Iowa NENA and Iowa APCO are encouraging you to contact your elected officials. There is some concern that what will be asked for next is protected class. We may need to follow guidance from other states who have tried this and take it in smaller chunks. Bearden attended a webinar on this and will forward the slides to Blake to disseminate. Hopefully it can be passed but if not, there are other avenues.

Unfinished Business

On the agenda was further discussion and possible action on policy changes pertaining to training funds requests. Chair Rotter advised that Robby Johannesen mentioned having a cap per student. He didn't get the email on that and asked for Johannesen to share it. His idea was explained in a bit more detail and he will share the initial email. Hartpence had a question theoretically on how that would work. Johannesen gave an example and his thought was having a cap per student of possibly \$300. Chair Rotter mentioned the benefit of the idea of having some "skin in the game". This will be discussed further at the next meeting.

New Business

None.

Travel Requests

None.

Business from the Floor / 911 Issues at the PSAPs

None.

Business from the Phone

None.

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

Tracey Bearden made a motion to adjourn. Seconded by Lawrence Hartpence. Motion carried.

Meeting adjourned at 9:42 A.M.

Cara Sorrells, Secretary