

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

**Iowa E911 Communications Council Meeting
 Wednesday, September 29, 2010
 West Des Moines City Council Chambers
 4200 Mills Civic Parkway
 West Des Moines, IA**

Call to Order

Meeting was called to order by Chairperson Steven Ray 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) Secretary	Sally Hall	Present
alternate	Cara Sorrells	Present
Iowa Chapter of the National Emergency Number Association (NENA)	Kirk Hundertmark	Present
alternate	Cherese Sexe	
Iowa State Sheriff's & Deputies Association (ISSDA)	Tom Heater	Present
alternate	Dean Kruger	
Iowa Chiefs of Police & Peace Officers Association (ICPPO)	Jack O'Donnell	Present
alternate	Sandy Morris	
Iowa Professional Firefighters (IAPFF)	Mike S. Bryant	Present
alternate	vacant	
Iowa Fireman's 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	Todd Misel	Present
Iowa Emergency Medical Services Association (IEMSA)	Paul Andorf	Excused
alternate	Rob Dehnert	Present
Iowa Telephone Association <15,000	Jim Suchan	Present
alternate	Pat Snyder	
Iowa Telephone Association >15,000	Natalie Stallman	Excused
alternate	Dan Halterman	Present
Cellular Providers	Bill Tortoriello	Absent
alternate	Jason Fenton	Absent
PCS Providers	David Kaus	Excused
alternate	Joe Sargent	
Auditor of the State, Ex-Officio member	Warren Jenkins	Absent
Staff:		
Barbara Vos, E-911 Program Manager		Present
Kathy Karn, E-911 Program Planner		Present
Guests:		
Scott Locker, Polk County Sheriff's Office	John Smith, Polk County Sheriff's Office	
Josh Halterman, Iowa DOT	Dan Taylor, Jefferson Police Dept.	
Catherine Engel, Iowa Senate Democrats	Brenda Vande Voorde, Fayette County E911	
Dina McKenna, Story County Sheriff's Office	Norman Wellman, Delaware County E911	
Connie Hambly, Story County E911	Joni Walston, SCI Regional E911	

Paul D. Welch, SCI Regional E911
John Benson, HSEMD
Rob Koppert, Cass County E911
Dave Meyers, DOT/TRACS
Mahala Cox, Warren County E911
Anna Hyatt-Crozier-House Dem. Staff

Larry Grant, IDPS-Iowa State Patrol
Jim Bogner, Iowa Interoperability Board
Jennifer Colby, Westcom
Larry Oliver, Harrison County E911
Jen Acton, LSA
Larry Smith, Frontier Communications

Introductions

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

Minutes

Motion by Bob Seivert, seconded by Kirk Hundertmark to approve the minutes of the July 28, 2010 and August 24, 2010 meetings. All ayes. Passed.

Approve the Agenda

Motion by Kirk Hundertmark, seconded by Jim Suchan to approve the agenda. All ayes. Passed.

State of Iowa Administrator Reports – Mrs. Barb Vos

911 Program Financial Reports

Mrs. Vos reported there had not been any change in the financial report since the July and August meetings. Next cycle is October 20th.

Program Update

Six responses to the RFP were received and the committee that reviewed the responses met a couple of weeks ago. The committee has narrowed down the responses to two and will be asking those two respondents to meet with the committee on October 14th. A letter will be going out today to all respondents advising them they were not awarded the bid or will need to meeting with the reviewing committee.

Reports of Officers, Boards and Standing Committees

Technical Advisory – Dave Kaus

None

Iowa Interoperability Governance Board – (Iowa Statewide Interoperable Communications System Board ISICSB) – Jim Bogner

Mr. Bogner reported the ISICSB has formed a committee to address the use of plain language. This will be discussed at their meeting following today's 911 Council meeting as to whether they will be endorsing plain language. Obviously this will be effective the PSAPs.

ISICSB and Western Iowa Tech Community College will be co-hosting a free Communications Leadership Course on Nov 8-10 at the Western Iowa Tech Community College in Sioux City. It is designed to meet the training needs of agencies that would be involved in an all-hazards Type III incident. This course is a regional course which has been opened up to neighboring states. If this course is successful this year, we will be considering hosting this course in the east part of the state next year.

Mr. Bogner has been attending meetings about narrowbanding. There will be more information added to the ISICSB website from the basic information to the technical aspect of the issue.

Mr. Bogner also spoke with the Iowa League of Cities and Iowa State Association of Counties (ISAC) to make them aware that fire, police, EMS and other departments are going to be approaching the counties and cities asking for funding to upgrade or replace their equipment to comply with the FCC narrowbanding mandate deadline of January 1, 2013.

The next issue of the Iowa League of Cities magazine Cityscape will have an article about narrowbanding with frequently asked questions.

Bob Seivert – Mr. Bogner gave a presentation at Region 4 meeting in Atlantic. There are a lot of counties that are just realizing the narrowbanding mandate is something that they have to do. Those that have not seen Mr. Bogner’s presentation need to see this and help get this message out.

Mr. Bogner – The FCC is not going to entertain any motions to extend the deadline date. When you change from widebanding to narrowbanding you are going to have a lack of interoperability during that time. Extending the deadline to would delay interoperability.

The plan for the Iowa State Patrol conversion is on the ISICSB website.

Discussion concerning changing the next meeting date because of holidays. Mrs. Vos will advise via email with the tentative date being December 7th or 9th in the West Des Moines City Council chambers.

Items for Discussion

None

Unfinished Business

None

New Business

MACH (Mobile Architecture for Communications Handling) Software

Chair Ray – This is a software application that the Iowa Department of Transportation (IDOT) and Iowa Department of Public Safety (DPS) and DPS dispatch are using. It has vehicle locator for units in the field and the abilities to interact with the officers that are out in the field.

Josh Halterman gave a real time presentation of the MACH software.

General Information

- MACH is currently installed in all of the Iowa State Patrol dispatch centers and Dallas County dispatch center. There are numerous agencies that will be coming online in the near future.
- Utilizing Google maps, the software program updates the coordinates of a vehicle every 15 seconds.
- Some of the features of the software are instant messaging, chat room sessions, broadcast messaging, incident sessions and alert messaging.
- Iowa MACH server can communicate across state lines.
- The software will allow law enforcement to run NCIC/NLETS inquiries in the field taking some of the workload off the dispatch and reducing radio traffic.
- The MACH software will aid in officer safety and used as a resource for information.
- Future plans are to integrate MACH with 911 systems. This is expected to be available around March 2011.

Costs

- IDOT is paying for server software.
- There is no cost to the agencies for the software.
- Agencies will need laptops and an internet connection.
- There would also be an additional cost to access the Iowa System.
- Google charges \$12.00 per gps enabled computer per year.

Availability and Accessibility

- The production version of the MACH software has been in use for a couple of months. The policies and how this is going to be handled is being reviewed.
- Current TraCS agencies and their dispatch center will have access to the MACH software.
- Information that the MACH software is available will be disseminated through the TraCS Yahoo group and at a one time user’s group meeting.
- Currently MACH is setup so everyone can see all agencies. Permissions can be setup so EMS cannot see law and vice versa or fire cannot see law and vice versa. There is some additional functionality that is going to be added that would allow fire and EMS to see law enforcement only when they are invited to a session.

Comment

Bob Seivert – One of the agencies that was not mentioned was EMA. It would be very valuable for EMA to see what resources are out there at any given time. Mr. Halterman said he would take that information back.

Chair Ray asked Mr. Halterman to present this information to the council to discuss whether the 911 Communications Council should form a committee to develop statewide standards for the use of this application in public safety. Chair Ray will send out an email to the council members advising the formation of a committee to determine how public safety is going to use this statewide.

Business from the Floor / 911 Issues at the PSAPs

Legislation – Proposed Changes to Chapter 34A

The legislative committee did meet. Following are the recommendations from the committee:

- Remove cap on wireline. Any increase would still have to be approved by a voter referendum.
- Increase the wireless surcharge by 10 cents to help fund the narrowbanding.
- Include the ability for the 911 service boards to add a levy to fund communication projects (This would be similar to language that allows EMA to use a levy to fund a communications project).
- Change and add definitions to include current and future technology.
- Remove language that is obsolete.

The information that came out of a meeting between Mrs. Vos and Mr. Miller follows:

- Mr. Miller wants the council to work harder on the surcharge issue.
- Suggested that a study be done on 911 as a whole to determine what is needed to move forward into the future. This would include the network.
- Mrs. Vos stated the wireless information that she has shows that we are doing fine within the current funding structure to support what is going on now. At this point Mr. Miller is not willing to make any changes in the surcharge language of Chapter 34A. Someone else or another agency could propose the changes in the surcharge.
- There are several things that need to be changed in Chapter 34A due to the change in the wireless network. Mr. Miller does not want a battle over the surcharge or other things in the proposed bill and not change the language that needs to be changed so that they can continue to operate.

Comments/Questions and Answers

Mrs. Vos – Before someone would sponsor any type of change in the surcharge there would have to be actual information to confirm the reason for the request to change the surcharge funding structure. According to the information that I have some counties are losing revenue but not all of them. If the information that would confirm the need to restructure the surcharge can be gathered by the end of the year, this issue could be reviewed again.

Mike Bryant – Do we need to find out how many counties are losing revenue?

Mrs. Vos – We have been gathering this information from the budget forms that are submitted to my office each year. The committee may need to do a little more work and we can see what we can come up with.

Mr. Seivert – Can we have the budget information on every county for the past five years to include wireline and wireless?

Mr. Seivert – It was the committee's philosophy that the wireline surcharge was a local issue. Remove the cap and let the local county determine what would meet their needs. If you are a larger county and \$.75 meets your need or a smaller county and you have volunteer fire departments with antiquated radios in their trucks you may need \$1.50. Let the local county sell their local constituents on the need to increase the wireline surcharge to pay for the 911 system in their county. Because 911 wireline still remains a county service. It should not be the legislators in Des Moines that dictate to us that there is a

cap on this legislation. I would encourage APCO, NENA and ISSDA lobbyists to mount an effort to see that this cap is removed even if Mr. Miller does not want to and include the wireline issue in the agency bill. Let this be a local issue.

Tom Heater – One of the top twenty priorities for Farm Bureau is 911 services. They feel that the wireline and wireless surcharge amounts should be the same amount. The ISSDA will be looking at the Farm Bureau for support to change surcharge fees.

Mr. Seivert – This is the year we need to do this. If you have not done a study in your county, it is going to cost a tremendous amount of money to reprogram or replace radio equipment or redevelop your infrastructure due to the FCC narrowbanding mandate. There is a lot of apprehension as to what the signal coverage will be after the narrowbanding occurs. The ISICSB is making contact with ISAC, the League of Cities and all of the other agencies that fund our services is very valuable. Now is the time to ask for these increases. The January 1, 2013 deadline is fast approaching.

Jack O'Donnell – I understand the data collection and we may be weak on that. I thought this group was in consensus with the recommendations. Are you saying that we need a better consensus?

John Benson – The political reality is that there needs to be a grassroots consensus of the local service boards. The local service boards need to call their legislators and tell them that this is what we need to fix this. Another concern is if we fix this now, how long is it good for – two years or ten years.

Mr. O'Donnell – So Mr. Miller does not want to take the lead on this. He wants us to do this on our own.

Mr. Benson – As of today, that is what I would say.

Kirk Hundertmark – So if you had 99 letters – one from each county – that would be a good consensus.

Mr. Bryant – Who knows what the future holds.

Mr. Seivert – If we look back at how difficult it is been to change the surcharge over the years or to do anything with 911 legislation, you have to know having the legislators in Des Moines control the local surcharge makes no sense at all. It is a local issue – local funds, locally purchased equipment, locally managed equipment and locally placed equipment. You talk about moving into the future. If we have expenses above and beyond in three or five years why not take that cap off and leave it to the locals to determine what they want. We talked about PSAPs consolidating and systems consolidating. There again put it in the control of the local service boards. They can increase or decrease the surcharge to whatever level they are comfortable with. They can develop the technology they feel they need and jump on board with the interoperable system we are all going forward to.

Mr. Hundertmark – So why don't you contact each of the 99 county 911 service boards and have them write a letter stating they want the legislators to release that cap.

Mr. Seivert – I think that is something our council should do. We can draft a letter and ask each PSAP to sign it and send it. I would be willing to draft a letter and put it out there for the board to look at and then send it out. We can have that in Mr. Miller's hands before he meets with Mrs. Vos and Mr. Benson.

Mr. Hundertmark – I think if you get a majority of those letters back this will show that this is what the counties want.

Larry Smith – Your comment to release the cap. Would there still have to be a local referendum?

Mr. Seivert – Absolutely.

Mr. Smith – There is a control mechanism in place.

There was discussion on the amount of surcharge revenue – budgeted versus actual. The actual revenue figures should be used.

A survey was sent out last year to each county asking for the wireline and wireless revenues for the past five years. There was a 60% return on the survey and some of the information was corrupted. It included some of the extra wireless carryover funds that were dispersed over the last couple of years.

If a survey was sent out requesting information, it was felt that it would take a more time and there would be more inaccuracy using this method versus a standard budget reporting form.

Mr. O'Donnell – I respect Mr. Miller's position. Is he going to push for a decision about 911 having their own authority to have a levy?

Mrs. Vos – We had talked about that and I don't think that he is opposed to adding that language because the levy option is already available for Emergency Management in Chapter 29C. This would allow another funding source. There is also another funding option currently available which is to go beyond the bonding authority. This would be through the Iowa Finance Authority. The local service boards would make the decision whether to go the route of bonding.

Chair Ray – This will go back to the legislative committee and Mr. Seivert will draft a sample letter to be used to send to Mr. Miller.

Travel Requests

Mike Bryant requested to attend Governor's conference. Mrs. Vos stated the council does not need to submit a request for travel for an in state conference. Council members must still do their own registration and submit the proper documentation for reimbursement. Mrs. Vos asked that an email be sent to her by council members that planned to attend a conference. (i.e. Governor's, APCO/NENA, etc.)

Announcements

The date and time of the next meeting will be determined after the ISICSB meeting today.

Adjournment

There being no further business, Chair Ray adjourned the meeting at 9:58 a.m.

Respectfully submitted,

Sally Hall, Secretary