

**Iowa E911 Council Planning Session  
January 16, 2008  
STARC Armory, Johnston, Iowa**

**Call to Order**

Meeting was called to order by Chairperson Kirk Hundertmark at 10:00 a.m. A quorum was determined from the roll call as indicated below.

**Roll Call**

	<u>Representative</u>	<u>Attendance</u>
Iowa Association of Public Safety Communications Officers (APCO)	Doug Slagle	Excused
<b><u>Secretary</u></b> alternate	Sally Hall	Present
Iowa Chapter of the National Emergency Number Association (NENA)	Kirk Hundertmark	Present
<b><u>Chairperson</u></b> alternate	Connie Hambly	Present
Iowa State Sheriff's & Deputies Association (ISSDA)	Dean Kruger	Present
alternate	Paul Welch	
Iowa Chiefs of Police & Peace Officers Association (ICPPO)	Jack O'Donnell	Excused
alternate	Sandy Morris	Present
Iowa Association of Professional Firefighters (IAPFF)		
<b><u>Vice-Chairperson</u></b>	Mike S. Bryant	Excused
Iowa Fireman's Association (IFA)	Sandi J. Hutchcroft	Excused
alternate	Tom Berger	
Iowa Emergency Managers Association (IEMA)	Bob Seivert	Present
alternate	Teresa Jackson	Present
Iowa Department of Public Safety (IDPS)	Todd Misel	Excused
alternate	Steven Ray	Present
Iowa Emergency Medical Services Association (IEMSA)	Doug Reed	Absent
alternate	Deanna Bachman	
Iowa Telephone Association <15,000	Bill Hotchkiss	Present
alternate	Pat Snyder	
Iowa Telephone Association >15,000	Bob Hudson	Present
alternate	Natalie Stallman	
Cellular Providers	Paul Mason	Absent
alternate	Jason Fenton	
PCS Providers	David Kaus	Present
alternate	Joe Sargent	
Auditor of the State, Ex-Officio member	Warren Jenkins	Absent
 Staff:		
Barbara Vos, Iowa Interim E-911 Program Planner		Present
 Guests:		
Lance Martin, Long Lines Wireless	Kristin Kunert, Iowa Telecommunication Assoc.	
Dave Duncan, Iowa Telecommunications Assoc.	Mary D. Miller, Iowa County 911	
Douglas Hawn, Greene County	Scott Locker, Polk County	
Tom Heater, Greene County Sheriff	Dina McKenna, Story County Sheriff's Office	
David Murray, Keokuk Police Department	Sarah McClure, Ames Police	
Doug Shutts, Poweshiek County Board of Supervisors	Jan Visser, Polk County E911 Service Board	

**Minutes**

Motion by Dave Kaus, seconded by Bob Hudson to approve the minutes of the November 29, 2007. All ayes. Passed.

## **Agenda**

Motion by Dave Kaus, seconded by Bob Hudson to approve the agenda. All ayes. Passed.

### **State of Iowa Administrator Reports – Barb Vos**

#### Iowa 911 Program Manager Replacement

Barb Vos reported the contract transfer period has closed. The next step was posting the job opening for Dept. of Defense employees only. That application period closed on Sunday. Barb stated that she did apply for the position. A panel will be put together and interviews will be conducted. If no one is selected, they will continue on to the next levels. Will possibly know by the end of the month if the position has been filled.

#### Financial Report

The financial report presented was for the fourth quarter. Barb reported there were no changes in the figures except for the carryover funds obligations. The remaining bills will be paid next week. The wireless carryover funds have been obligated to the following:

- Network Capacity Increase - \$200,000 – This is a one time expense. This is for PSAPs that have been identified as benefiting from adding an additional 911 wireless trunk.
- Interstate Interconnect (est.) - \$525,000 – This is a one time expense but there will be monthly reoccurring expenses. This is to interconnect 911 with counties across the border in surrounding states.
- Carryover PSAP Projects - \$844,681.04 – Projects approved, via the grant process, for PSAPs to access the Wireless Carryover Fund.

#### Out of State Wireless 911 Calls

Barb Vos reported regarding the State of Illinois that she has received contact information with phone numbers only for each neighboring county in Illinois. She has followed up with this and has requested addresses for the purpose of corresponding with the Illinois contacts in writing versus a phone call.

#### Update on Iowa Interoperability Governance Board

A subcommittee was appointed to review the RFP. The last meeting of the full committee was cancelled due to weather. The next meeting of the full committee will be January 29<sup>th</sup> or 30<sup>th</sup>.

#### Update on Iowa's New IP 911 Network Testing

There was a conference call last Thursday. The last of the installs were this week. There will be training and testing is scheduled to start in February. Another conference call will be held tomorrow.

Test sites are WestCom, Des Moines PD and Polk County. They will be using the Positron Viper system

### **Report of Officers, Boards and Standing Committees**

#### Technical Advisory

Bob Hudson reported that the FCC is going to have a summit on 2-6-08 on Next Generation 911 Technologies and coordination of efforts among public safety and telecommunication manufacturers. This is open to the public but there is limited seating.

Analog cellular service is scheduled to be turned off February 18, 2008. Bob Hudson asked whether this was all carriers. Dave Kaus thought it might depend on how many analog customers each carrier has. Another question arises. What about all the phones donated over the years? The FCC said in the beginning that all cellular 911 calls were to be answered. That will not be the case when the analog service is shut off. The FCC ruling gave wireless providers a 5 year transition period to change to digital. Individuals swap cell phones so much that the transition period should have given ample time for the old donated analog phones to be traded out. This could lead to a problem of donating old cell phone. The organizations that distribute the donated phones don't know what type of phone it is (analog or digital). Nor do they know what type of cell phone service is available in the area the recipient is located.

Some of the early OnStar vehicles also have analog service. These services will no longer work after the February 18<sup>th</sup> deadline.

PSAPs should be aware they may receive a call from an individual complaining they can't dial 911 on their cell phone. The individual should be instructed to contact their wireless provider. Barb Vos will send out an email to all PSAP contacts reminding them of the February 18, 2008 deadline.

Dave Kaus reported that cell phone spending has surpassed landline spending.

#### State Standard Form for all ANI / ALI, NRF and Misroutes

Barb Vos had emailed the final draft of this form and that is the version that was presented at the meeting. Motion by Bob Seivert, seconded by Dave Kaus to approve this form for statewide use. All ayes. Passed. Chair Hundertmark expressed his thanks to Danielle Moore for all of her work in the putting this form together.

#### PSAP Guidelines for Taking Wireless 911 Calls and Training

A draft of the guidelines was passed out. Sandy Morris reported she is still waiting for the Wireless Accuracy committee to complete their information. When that is completed, Sandy will include that information in the guidelines. Sandy also suggested including the information about analog cell phones.

#### Standards for Iowa PBX 911 & Private Switch/Automatic Location Identification (PS/ALI)

Chair Hundertmark reported that the committee agreed to wait until they see what NENA is going to do on that and see what their updated standards will be. Will leave this item on the agenda.

#### Standard Process for MSAG Change Notification

Bob Seivert reported the committee is still working on this. Some resource documentation has been distributed to committee members. Bob explained the goal is to develop a relationship and communication process with the county engineers. Example: When a road is changed, vacated or when something is done to a road there is a tie into the MSAG database manager so the proper adjustments can be made to the MSAG.

#### Wireless Accuracy Information

Chair Hundertmark stated since Diana Borash will be leaving WestCom a new chair will need to be appointed for this committee.. Question was asked as to what the goals of the committee were. It was explained the committee wants to develop standards for continual testing of accuracy. Testing with the wireless provider – how they are to test and how they get their accuracy. After the initial testing by the wireless providers and once they go live, the testing for accuracy shifts to the PSAP. Dave Murray stated at their last meeting the committee discussed doing something regionally versus every PSAP having to purchase a cell phone from every provider. The latest FCC ruling concerning wireless accuracy has put things on hold. Chair Hundertmark appointed Dave Murray as the new chair of this committee. Bob Seivert stated that he would also like to see some kind of reporting system going back to the state administrator. In the reporting process, if it shows that a wireless provider was having accuracy issues in one or more counties there maybe a greater issue at hand. The misrouted information would go to each cell phone company and Intrado. Chair Hundertmark gave an example of US Cellular putting up a tower in Polk County and the calls were going to Calhoun County. The tower had to be shut down until this could be corrected.

### **Items for Discussion**

#### Legislative Issues

Senator Tom Courtney has one of his staffers looking at some things concerning the wireless surcharge. Barb Vos reported their office has not seen anything official yet. They have provided the Senator's staff all the information they have requested. The staffer is keeping their office informed. Barb thought they were looking at the distribution formula. Bob Seivert stated the distribution formula comes up on a regular basis. If a proposal to change the formula comes from a small county, they want it changed to benefit the small counties. Same if the proposal comes from a large county. They want it to benefit the large counties. Bob felt if this issue continues the council needs to think about what their position is going to be regarding the formula. Bob encouraged that the formula be left as status quo. The wireless grant application process gives the "have-nots" an avenue to get a portion of the wireless surcharge carryover just as well as the "haves". Discussed possible issues. Raising the PSAP portion from 25% to 30%. Raising the surcharge from \$.65 to \$1.00. Didn't think that would be considered because as long as there is a carryover balance, the legislators will not see the need to increase the surcharge. There are a few legislators that do understand why the carryover fund is there – to fund interoperability, network changes, etc. in the next few years.

Replacement for Iowa Emergency Medical Services Association

Over the past two months Chair Hundertmark has sent several emails and two letters to the IEMSA chairperson and has received no response. Doug Reed has been the representative. When contacted by Chair Hundertmark, he thought he had been replaced. Chair Hundertmark has not received any notification. Chair asked Barb to send a letter from her office to IEMSA.

Committee on Wireless

Several meetings ago Bob Seivert had asked to set up a committee on wireless. Bob asked that this item be removed from the agenda.

Unfinished Business

None

New Business

Motion by Bob Seivert, seconded by Dean Kruger to send a letter to Bret Voorhes and David Miller in support of Barb Vos' application for the State E911 Program Manager position. All ayes. Passed.

Bob Seivert reported that the Emergency Management Association appointed Teresa Jackson from Ringgold County as the IEMA alternate to the council.

Travel Request

Motion by Dave Kaus, seconded by Bob Hudson to approve the travel request from Bob Seivert for \$2,214.00 to attend the Navigator Conference in Baltimore in April. All ayes. Passed.

Business from the Floor / 911 Issues at PSAPs

Steven Ray reported that the newly appointed chief at the Iowa State Patrol, Colonel Patrick Hoye, has been visiting the patrol posts since his appointment. One of the common themes he has been hearing is the PSAPs that are running on newer P25 radio equipment are not necessarily getting broadcast out on LEA so the State Patrol can hear them. Since the State Patrol still runs on an analog system they can only hear the broadcast on their base or LEA. Chief Hoye asked that PSAPs please keep this in mind that when putting out a broadcast.

Announcements

Diana Borash announced that she has accepted a position in the Minneapolis at Lifelink 3 running their communications center and ground operations. Diana expressed her thanks for the opportunity to work with the council and offered her services if she can ever be of assistance. Chair Hundertmark thanked Diana for all of her help over the years.

Spring Conference will be at the Holiday Inn & Suites on Merle Hay Rd., Des Moines. NENA will be on Tuesday, March 25 and APCO Wednesday, March 26. There will be a NENA sponsored training on Monday.

Next council meeting will be March 19, 2008 at the Iowa State Patrol Post 1 starting at 10:00 a.m.

Adjournment

Motion by Dave Kaus, seconded by Bob Seivert to adjourn. All ayes. Passed. 10:51 p.m.

Respectfully submitted,

Sally Hall