

**Iowa E911 Council Planning Session
November 29, 2007
Iowa Department of Public Safety Headquarters
215 E. 7th St., Des Moines, IA**

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	Present
<u>Secretary</u> alternate	Sally Hall	Present
Iowa Chapter of the National Emergency Number Association (NENA)	Kirk Hundertmark	Present
<u>Chairperson</u> 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	Present
alternate	Sandy Morris	Present
Iowa Association of Professional Firefighters (IAPFF)	Mike S. Bryant	Present
<u>Vice-Chairperson</u>	Sandi J. Hutchcroft	Excused
Iowa Fireman's Association (IFA)	Tom Berger	Present
alternate	Bob Seivert	Excused
Iowa Emergency Managers Association (IEMA)	Deanna Bachman	
alternate	Todd Misel	Present
Iowa Department of Public Safety (IDPS)	Steven Ray	Present
alternate	Doug Reed	Absent
Iowa Emergency Medical Services Association (IEMSA)	Deanna Bachman	
alternate	Bill Hotchkiss	Present
Iowa Telephone Association <15,000	Pat Snyder	
alternate	Bob Hudson	Present
Iowa Telephone Association >15,000	Natalie Stallman	Present
alternate	Paul Mason	Absent
Cellular Providers	Jason Fenton	
alternate	David Kaus	Present
PCS Providers	Joe Sargent	
alternate	Warren Jenkins	Absent
Auditor of the State, Ex-Officio member		
Staff:		
John Benson, Iowa E-911 Program Manager		Present
Barbara Vos, Iowa E-911 Program Planner		Present

Guests:

Lance Martin, Long Lines Wireless	Jill Randolph, Cedar County 911
Doug Hawn, Greene County	Scott Locker, Polk County
Dennis Denton, SCI 911/Adair County	Dina McKenna, Story County Sheriff's Office
Lora Phillips, Johnson County Sheriff's Office	David Murray, Keokuk Police Department
Michael Ramsey, Ramsey Emergency Services, Inc.	Mark Hixson, Ramsey Emergency Services, Inc.
Joni Holben, SCI Reg. E911 Administrator	Danielle Moore, Ramsey Enterprises

Minutes

Motion by Bill Hotchkiss, seconded by Dave Kaus to approve the minutes of the September 20, 2007 meeting and the November 29th agenda. All ayes. Passed.

State of Iowa Administrator Reports – John Benson

Financial Report

The financial report presented was for the third quarter. Funds available are \$3,743,274.63 less expenditures of \$3,149,773.50 leaving a carryover of \$593,501.13 for the third calendar quarter. Adding this to the prior carryover balance of \$1,686,110.86 less carryover project expenditures of \$26,832.29 leaves a total carryover balance of \$2,252,779.70. This is the first quarter reflecting the increase funding to the PSAPs from 24% to 25%. Of the carryover balance, \$1,282,007.91 has been or will be obligated to the following projects:

- Network Capacity Increase - \$200,000 – PSAPs who have been identified as benefiting from adding an additional 911 wireless trunk. This is not a requirement of the PSAPs identified. The decision to add an additional wireless trunk is decided by the local PSAP. The costs related to adding the wireless trunks at the local PSAPs will be reimbursed.
- Interstate Interconnect (est.) - \$525,000 – Interconnect 911 with the surrounding states. Currently have the capability to transfer 911 calls across the borders of Nebraska, South Dakota and Minnesota. It is taking a little longer than expected to get into Illinois and Wisconsin. Hope to have this resolved within the next month or two. In the future want to reach into Missouri, but at this time their call transfer technology is not statewide. Mainly in a few larger metro areas.
- Carryover PSAP Projects - \$557,007.91 – Projects approved via the grant process for PSAPs to access the Wireless Carryover Fund. As of today \$557,007.91 in projects have been approved. The grant process will remain open for the foreseeable future. Only 1 project has been turned down. These funds can only be used for future equipment projects.

Update on Iowa Interoperability Governance Board

The board's first meeting was held on October 29, 2007. The intent is that the board will meet a minimum of once a month. This board will deal with making some decisions regarding the Public Safety Interoperability Communications Grant. The State of Iowa is in line to receive \$10.9 mil from this grant. The board will have to complete a detailed Statewide Limitation and Operation Plan for interoperable statewide communication system, local projects that can support that plan which can be funded out of the \$10.9 mil and also look at how to create a strategic technology reserve. These are some of the items that relate to the grant process, but on a larger scale the board will have to be thinking about how to get the state to move forward as a whole to achieve interoperability for any potential emergency responder to include public, private, federal agencies and whoever else that would fit into that realm. A survey was distributed across the state asking – what local projects there were going to be within the next month to a year to increase interoperability. The response to the survey showed 11 projects at the cost of \$46 mil. This was a call for projects not an actual application for grant money.

Update on Iowa's New IP 911 Network Testing

The physical facilities are in the process of being installed between the participating answering points, which have Positron equipment - and with the relative facilities within Qwest and Intrado. It is anticipated the actual testing will begin sometime in January. A testing protocols document is being drawn up. Also there will be another document coming out – hopefully this week – for other vendors to be able to come in and participate on the network. John has been contacted by three vendors that want to come in and test. There may be a possibility of having a demonstration for the next meeting.

Chair Kirk Hundertmark asked John what the notification process is for notifying counties of new cell tower locations. He stated that some counties have new towers going up and the county doesn't even know about them. Any information should come through John's office and then the information goes out to the county. There are instances where towers are going up and the wireless carriers are not provisioning 911 – only providing Phase 0 information. John has replied to these wireless carriers stating they are creating a very large liability on themselves since all the answering points in Iowa are Phase 2 capable. Kirk mentioned a lot of these are being placed on elevators and the 911 call comes into the PSAP and they didn't even know that it existed and no testing was ever done.

There is a process moving forward to set up web based access to retrieve information on all the towers that are in a PSAP's county.

Kirk also asked whether the state has a standard testing procedure. Iowa has never had a procedure in place. The carriers have been instructed to contact the local PSAP and accommodate their schedule. With the new FCC ruling requiring accuracy be met on a PSAP basis will require the wireless carriers to develop some kind of methodology to insure the accuracy standard is met. The local PSAP will have to participate in this also.

Report of Officers, Boards and Standing Committees

Technical Advisory

Bob Hudson reported that the FBI has started their Bot pirate arrests. Eight people have been arrested so far. It was estimated that one group had over 1 million computers infected with a remote access program.

It is now being recommended that any stored information on DVD, CD, floppy, etc. be renewed on a regular basis. After two to three years you can start to lose information off the media. The best item to recommend today is the thumb drive as there are no moving parts.

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

Danielle Moore reported she had received nine responses back on the first draft that Barb Vos had sent out. The changes have been made. Will send the updated form out again and hope to have ready for action by the next council meeting. Chair thanked Danielle for all the work she had done in the preparation of this form.

PSAP Guidelines for Taking Wireless 911 Calls and Training

The draft was emailed out requesting comments. Sandy Morris and Barb Vos have not received any comments. Chair asked that the draft be emailed out one more time and then the council will action on it at the next meeting.

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

Chair Natalie Stallman reported that NENA has not put a task force together to implement any changes and she felt that whatever we did we needed to follow their standards. Chair Hundertmark stated he gets requests every day asking for some kind of standard and he felt we need to put some kind of standard in place so they have something to follow.

Standard Process for MSAG Change Notification

Mike Ramsey reported that he had transmitted several sample documents from Minnesota, California and Kansas City to the other members of the committee. They hope to set a meeting date soon and have a written document for the January meeting.

Wireless Accuracy Information

The whole committee has not met yet, but have been sharing information.

Items for Discussion

Legislative Issues

As Bob Seivert was not present, the item was tabled until the January meeting.

Chair Hundertmark reported that he gave a presentation at the Iowa Pipeline Association (IPA) meeting telling the attendees who and what the Iowa 911 Council was. Their association wants to become more involved. Their goal is to find out what dispatchers want and what they can do if there is a pipeline incident. They want to be more proactive on how they can get more information out to the dispatchers. Kirk has passed their information on to APCO and NENA. It is anticipated that IPA will have a booth at the APCO/NENA Spring Conference.

Committee on Wireless

Tabled until next meeting.

Unfinished Business

There was discussion of how the testing protocols were being written for the IP network testing.

New Business

None

Travel Request

None

Business from the Floor

None

Announcements

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. May have some kind of NENA training on Monday.

Next council meeting will be January 16, 2008 at the JFHQ Starc Armory starting at 10:00 a.m.

Adjournment

Meeting was adjourned at 11:20 p.m.

Following the meeting a tour of the DPS building was provided by Captain Todd Misel.

Respectfully submitted,

Sally Hall