

**Iowa E911 Communications Council Meeting
November 19, 2008
Iowa State Patrol Headquarters, Post 1
Des Moines, 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
<u>Secretary</u> alternate	Sally Hall	Present
Iowa Chapter of the National Emergency Number Association (NENA)	Kirk Hundertmark	Present
<u>Chairperson</u> alternate	Brenda Vande Voorde	
Iowa State Sheriff's & Deputies Association (ISSDA)	Dean Kruger	Excused
alternate	Paul Welch	Present
Iowa Chiefs of Police & Peace Officers Association (ICPPO)	Jack, O'Donnell	Excused
alternate	Sandy Morris	Present
Iowa Association of Professional Firefighters (IAPFF)		
<u>Vice-Chairperson</u> alternate	Mike S. Bryant	Present
Iowa Fireman's Association (IFA)	Justin Adams	
alternate	Mark Murphy	Absent
Iowa Emergency Managers Association (IEMA)	Tom Berger	
alternate	Bob Seivert	Present
Iowa Department of Public Safety (IDPS)	Jo Duckworth	
alternate	Steven Ray	Present
Iowa Emergency Medical Services Association (IEMSA)	Todd Misel	Present
alternate	Paul Andorf	Present
Iowa Telephone Association <15,000	Rob Dehnert	
alternate	Bill Hotchkiss	Present
Iowa Telephone Association >15,000	Pat Snyder	Excused
alternate	Bob Hudson	Excused
Cellular Providers	Natalie Stallman	Excused
alternate	Bill Tortoriello	Absent
PCS Providers	Jason Fenton	
alternate	David Kaus	Present
Auditor of the State, Ex-Officio member	Joe Sargent	
	Warren Jenkins	Absent

Staff:

Barbara Vos, E-911 Program Manager	Present
Kathy Karn, E-911 Program Planner	Present

Guests:

Connie Hambly, Story County E911	Dave Skou, Cherokee County E911
Dina McKenna, Story County Sheriff's Office	Norman Wellman, Delaware County E911
BJ Buss, EmergiTech	Ralph J. Kremer, Buchanan County E911
John Hablitzel, EmergiTech	Chance Kness, Clinton County EMA
Mary D. Miller, Iowa County E911	Dan Taylor, Greene County E911
John Smith, Polk County Sheriff	Scott Locker, Polk County Sheriff
Cathy Engel, Iowa Senate Democratic Staff	Joni Walston, SCI Regional E911
Terry Brennan, RACOM	Jon M. Van Wyk, Story County Sherriff's Office
Lora Phillips, Johnson County Sheriff's Office	David Murray, Keokuk PD
Darren Grimshaw, Burlington PD	David Hanson, Calhoun County Sheriff's Office
Tom Heater, Greene County Sheriff	Don Young, Qwest

Introductions

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

Minutes

Motion by Dave Kaus, seconded by Steven Ray to approve the minutes of the September 18, 2008 meeting. All ayes. Passed.

Agenda

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

State of Iowa Administrator Reports – Mrs. Barb Vos

Financial Report

Mrs. Vos reported the financial report was for the third quarter and there has not been little change since the last report. Revenues are down slightly as two of the service providers didn't send their collected surcharge funds in on time. Mrs. Vos stated they don't have any control over that.

- Next Generation Project (Next Gen)- \$600,000 – At the request of government oversight committee, the amount to be budgeted for this project was added.
- 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. This is still on going.
- Interstate Interconnect (est.) - \$525,000 – This is a one time expense but there will be monthly reoccurring expenses. This is to interconnect Iowa PSAPs with PSAPs in neighboring states. The direct trunking has been completed with Nebraska and Minnesota.
- Carryover PSAP Projects - \$1,743,487.81 – Projects approved, via the grant process, for PSAPs to access the Wireless Carryover Fund.

Wireless Grants for Iowa Counties

Mrs. Vos distributed information on the wireless grant applications. There have been seven applications approved since the September meeting. Mrs. Vos sent out a letter to all PSAPs explaining the changes in the wireless grant funding/application process. She has received some feedback and has clarified those changes. Several of the pending projects are now completed. Mrs. Vos contacted some of the vendors that were causing delays in projects being completed.

Iowa's New IP 911 Network Testing & IP Testing Dates for Vendors

Mrs. Vos is meeting tomorrow with all the other vendors that are interested in participating in the testing of the IP based network. After this meeting, it is scheduled to go to Dallas County in January 2009 where the other vendors will test their equipment. The testing site was changed to Dallas County since WestCom is relocating. Testing will be very aggressive. There are three phases in the testing and the different phases will be done back to back. All of the known CPE vendors in Iowa were notified by Mrs. Vos and given the opportunity to participate in this testing. Not all of the vendors elected to participate. Sheriff Welsh asked if the vendors that didn't participate would be recommended as a CPE vendor. Mrs. Vos stated the main purpose of the testing was to see how the other vendor's equipment will work on this new system. Sheriff Welsh raised the question of an approved list of CPE vendors. This would not be promoting one vendor over another, but would show verification that the vendor knows what the requirements of their equipment are to be able to work on this new system. The Sheriff felt this would help any PSAP that may be in the market to replace their equipment from purchasing equipment that may not be compatible. David Kaus raised the question of interoperability. Mrs. Vos stated that she has been instructed by Mr. David Miller, IHSEMD Administrator, that if and when a Request for Proposal is put out for the IP based network she is to work in conjunction with the Iowa Statewide Interoperable Communications System Board's plan.

Mrs. Vos reported that there will be an opportunity for her office to apply for a matching grant through the USDOT up to the amount of \$668,545.47. If the full amount is applied for it has to be equally matched. Mrs. Vos stated the wireless carryover fund would be used to meet the match portion. This grant is specifically for an IP based network. Ninety percent of the funds would have to be used for this project. Mrs. Vos will have to write a state plan and complete the application within 60 days after it goes to the

final rule process. If Iowa was to be a recipient of these funds, this would accelerate the process of implementing an IP based network for the State of Iowa. The money has to be obligated by September 30, 2009 and there is a three year period to complete what is proposed in the application.

There are several requirements. Mrs. Vos will have to meet with all of the PSAPs, telecommunication providers and cellular providers. – anyone in that type of business in the State of Iowa.

Bob Seivert asked if this would affect the wireless carryover funds going back to the PSAPs via the current grant application process. Mrs. Vos confirmed that it would and reiterated that this would be from the wireless carryover fund not what is mandated by legislation to go to the PSAPs. According to Chapter 34A the wireless carryover funds can be used to fund future network improvements. This would get the State to an IP based network for the wireless network to begin with. It has not been fully discussed how wireline would be brought in. The wireless IP based network would provide the capability to accept the different technological advances (i.e. text messaging, videos, photos) available for the public to use to send messages to us which we are presently unable to handle. This network would replace the current wireless delivery system. Sandy Morris asked about the PSAPs being able to accept the text messaging, videos and photos. Chair Hundertmark explained that this would be computer and software driven. It depended on whether a vendor kept it digitally or converted it back to analog. It could be done both ways or a mixture of any.

The “Notice of Purpose Rulemaking” comment period for this grant has a deadline of 12-3-08. Possibly in January that would be final and Mrs. Vos would have 60 days from then to submit an application. She is anticipating meeting sometime in January with all of the PSAPs on one day. The ICN may be utilized for this meeting. This is a very short turnaround time for submitting an application. Nationwide there was \$43.5 million appropriated. A supplemental budget can also be submitted with the application. If there are any states that do not apply, there would be a chance to get part of those remaining funds. That would also require matching funds. Mrs. Vos stated some states will be eliminated from applying because they do not have a State 911 Coordinator or they have used 911 funds for purposes other than 911.

Mrs. Vos stated that this would enhance the wireless network across the state and would benefit every PSAP.

Bob Seivert and Paul Welsh stated that we would be remiss if the opportunity presented itself and we didn't migrate wireline on to this network also as this would benefit everyone. Chair Hundertmark added migrating radio interoperability on the same type of network. There is a multitude of things that need to be added in but we have to start somewhere. Get one network in place and add to it.

Out of State Wireless 911 Calls & State of Illinois Wireless 911 Calls – Kathy Karn

Ms. Karn reported that she has been working with the program manager from Qwest and their technical people have look at it on both sides of the river. They are working on how they can come together on that. After several conference calls, there have not been any “bumps”. It has been questioned whether one county in Illinois needs to be a part of this because as they don't touch the river but are very close to the river. It needs to be determined how far these calls bounce into Illinois. It was questioned whether this works both ways and Ms. Karn stated it does. She also stated that they do not have a specific deadline but are letting it fit into all concerning parties' schedules. Ms. Karn continues to keep in touch with all parties on a biweekly basis.

Report of Officers, Boards and Standing Committees

Technical Advisory

Dave Kaus reported that by next year 1 in 5 households will be wireless only.

There is a third party software available on the market now. If you lose your cell phone and report it, the program will lock the cell phone so that it can not be used by anyone other than the owner.

There are two insurance companies (Nationwide & Aegis Mobility) launching a program called “Drive Assist”. This program would notify any incoming caller that the person they are calling is driving and that they can not take any calls. This is scheduled to unveil sometime next year. The two insurance

companies are looking at, if an individual would run this on their phone whether there would be a discount on the driver's insurance premium.

Sandy Morris reported that Des Moines PD PSAP has received calls from individuals that have Skype as their phone provider. Skype is an IP based provider. They charge \$90.00 per year and do not include 911. If a user dials 911, they get nothing. Bill Hotchkiss didn't think that Skype touched the network switch and it was from computer to computer only. Sandy stated that they are somehow getting through to the Des Moines PD PSAP on a seven digit number.

Fall 2008 Conference Report

Chair Hundertmark reported that there were approximately 100-120 people that attended. The feedback has been very good.

Resignation of Chairman

Chair Hundertmark expressed that he has had a great six years serving on the council and serving as chairman. He thanked everyone for their cooperation that they have given him during this time period but he felt after six years it is time to move on and let someone else take the chair and keep up the good work the council has been doing.

Nominating Committee to Replace Council Chairman for 2009-2011 – Committee members Dave Kaus, Paul Andorf, Linda Frederiksen and Captain Todd Misel.

Dave Kaus reported to Chair Hundertmark that the committee recommended Steven Ray for Chairman and Bob Seivert for Vice Chairman. Chair Hundertmark opened the floor for any additional nominations for chairman. As there were no additional nominations a motion was made by Sally Hall, seconded by Dave Kaus for nominations to cease and elect Steven Ray as Chairman. All ayes. Motion passed. Chair Hundertmark opened the floor for any additional nominations for Vice Chairman. As there were no additional nominations a motion was made by Dave Kaus, seconded by Sandy Morris for nominations to cease and elect Bob Seivert as Vice Chairman. All ayes. Motion passed.

New Council Appointment Letters

The Iowa NENA representative will be Jill Randolph and alternate will be Kirk Hundertmark. No other letters were received. Sheriff Welsh stated the Iowa State Sheriff's & Deputies Association at their winter convention with the new president will make those appointments and the council should be receiving a letter in January.

Captain Todd Misel wanted to convey that it was difficult for him to step down as the Iowa Department of Public Safety (DPS) representative on the council and he felt that he has gotten to know everyone very well but he asked that we don't let that relationship to diminish just because he is going to become the alternate for DPS. Because of the things that are going on currently with interoperability it is going to be very important that we have that connectiveness and are able to talk. The fact that the council puts interoperability on the agenda as an item for discussion shows that it is important. Hopefully other organization across the state will do the same.

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

Captain Todd Misel (ISICSB Chair) reported that ISICSB Vice Chair Dina McKenna and himself were invited to give a presentation Monday evening at the Eastern Iowa Supervisor Group (EISG) Supervisor Summit. The presentation was an overview of what the ISICSB has done and what the current status is. Captain Misel stated they are looking for invitations elsewhere in the State of Iowa.

Several weeks ago there was a conference call with Federal Engineering, the ISICSB's consulting firm and the six regional Homeland Security Chairs. Captain Misel didn't think everyone was able to get in on the conference call. There was some feedback received after this call. Some had gotten the impression that the regional Homeland Security Chairs were being asked to be the point of contact for everything that would be going on in their region for this project. Captain Misel felt there had probably been some miscommunication. After viewing Federal Engineering's presentation on their Kick Off Day and at the Iowa NENA fall conference he didn't see anything that implied that. One of the things that we lack as a whole in Iowa is a governance piece. The ISICSB needs to figure out how to establish a conduit for the

dissemination and receipt of information across the state. A good example of such a conduit is utilized by our neighboring state of Minnesota with their Regional Radio Boards (RRB). Minnesota has setup 6 or seven different regions that have a governance body that somewhat mirrors what they have at the state level. One of the hurdles in Iowa now is if you would go to one of the regions in Iowa to discuss everything that is going on that region, it may cause a turmoil within other organization in that region. The ISICSB, from a governance standpoint, needs to figure out how this can be established across the state. One member from the ISICSB would have the responsibility of sitting on the regional board to be the conduit of information back to the local board and vice versa.

Sheriff Welsh suggested sending a questionnaire out to every PSAP ascertaining local agency point of contact information.

Due to the holidays in November and December, ISICSB's next meeting will be December 10. Federal Engineering will be at that meeting. Captain Misel and Vice Chair McKenna have just received a draft of the Public Outreach Plan for review and input. Federal Engineering will be making 50 site visits across the state to collect information about equipment, towers, etc. Captain Misel asked that if anyone is contacted by Federal Engineering that we try to cooperate as much as possible. Although there were several county, city and state agencies that participated in the CTA Study, there are some gaps and they are trying to fill in those gaps. Mrs. Vos will be heavily involved in the NG911 portion of this process.

The ISICSB voted unanimously to use \$330,000 from the Interoperable Emergency Communication Grant that is coming to the State of Iowa to start a Statewide Interoperability Coordinator plus an administrative support person. The amount of the grant would provide about 18 months of employment. It is hoped that this person will prove their worthiness before the end of the 18 months at which time hopefully there would be another funding source established.

Sheriff Welsh reiterated about ascertaining local agency point of contact information due to some of the miscommunication there has been. Sheriff Welsh also asked whether this would be a mandated change over. Captain Misel stated this is not a mandate. In the RFP under Section 5 "Scope of Work" Federal Engineering is tasked with the duty of developing 1) how you can migrate to the new network or 2) how you can use their existing infrastructure to connect to the network. Sheriff Welsh stated that he has been questioned. The Fire Service has been told that this is a mandate and they would have to do away with all of their equipment. Sheriff Welsh told the Fire Service people that he had not seen or heard anything to that indication. The Sheriff stated he would communicate with the Fire Service again to reassure them of these facts.

Captain Misel wanted to remind everyone of two important dates. January 2011 is the first phase of the frequency narrow banding. After that point anything manufactured has to narrowband. Then 2013 everything has to narrowband. These compliance dates are federally mandated. The narrow banding is something the Fire Service needs to be aware of and that their communication equipment will have to be updated, reprogrammed, etc.

Bob Seivert stated that with all the developing technology that unless we actively provide for some of the smaller PSAPs in the state and recognize that being passive may not be the best avenue to take. Just because it's there doesn't mean that some of our smaller services will be able to tap into it, buy in or pay for the upgrade. Captain Misel felt the council should set a target on the horizon for everyone to see where we are going to go. Yes, it will cost everyone something to get there but that it would also be part of our responsibility to figure out how to bring those people along. The State of Minnesota just approved the sale of bonds to complete their network. This was the same that the State of Iowa did for the wireless network and the PSAPs that could not afford the enhancement upgrade were helped.

Items for Discussion

Chair Hundertmark stated that Terry Eby, ENP with NG911 Inc. had requested to give a presentation on an IP statewide wireless and wireline network which would cost the same for both as what we are paying now for the wireless network. Since that initial contact Chair Hundertmark had received an email from Michael Ramsey, Pres. & CEO of NG911, Inc. stating they would not be at the meeting due to scheduling and that Mr. Ramsey thought it is best to wait for any more NG System info presentations to the council

until they know how the next step with the State, Qwest, Intrado and Positron will present itself. This was the original game plan that Mrs. Vos had asked them to adhere to.

Unfinished Business

Justin Adams will be the IAPFF alternate. Mike Bryant will provide contact information.

New Business

None

Travel Request

None

Business from the Floor / 911 Issues at PSAPs

FYI – Captain Misel stated that this last Thursday an Amber Alert test was conducted. It was designed specifically at testing the network. They have a new website that has been up and going since May. Their plan is to work and train with it twice a year. A point that came up during this was the upcoming deadline of February 17, 2009 when the broadcast television industry switches to an all digital format. We should all keep in mind our elderly folks in our communities. The confusion associated in switching to digital and hooking up a digital conversion box to an analog TV and what is needed to make an analog TV compatible. There could be the potential for scamming – getting into elderly folks homes. The TV may be the only source of emergency information for a lot of these folks. Chair Hundertmark stated that there have been some articles run on this explaining the issues and further information with the VHF/UHF antennas.

Announcements

Next meeting will be Wednesday, January 21, 2009 at the Iowa State Patrol Headquarters, Post 1, Des Moines 10:00 – 12:00.

Adjournment

Motion by Dave Kaus, seconded by Paul Welsh to adjourn. All ayes. Passed 11:04 a.m.

Respectfully submitted,

Sally Hall