Iowa Statewide Interoperable Communications System Board

911

Meeting Minutes
Iowa Statewide Interoperable Communications System Board
January 11, 2024 10:30 a.m. – 12:00 p.m.

IN-PERSON LOCATION:
Dallas County Human Services Campus
25747 N. Ave.
Adel, IA 50003

GOTO MEETING LINK:
https://global.gotomeeting.com/join/231010213

Conference Call to Listen +1 (312) 757-3121
Access Code: 231-010-213

Meeting called to order by Chair Bischof at 10:30 a.m.

The meeting was conducted via in-person and GoTo Meeting. The GoTo Meeting conference telephone line was opened for board members and public listening and comment.

Sixteen voting board members were present via in-person and GoTo Meeting, establishing a quorum.

Voting Members Present In-Person: Travis Solem

Voting Members in Attendance via GoTo Meeting and GoTo Meeting Conference Line: Mindy Benson, Michele Bischof, Rhonda Braudis, Dan Brown, Blake DeRouchey, Bridget Edson, Cindy Heick, Wendi Hess, Heath Hove, David Ness, Dan Schaffer, Michael Strauser, Jessica Turba, Patrick Updike, Jeff Vandewater

Non-Voting in Attendance via GoTo Meeting link and GoTo Meeting Conference Line: Administrative Assistant Hollie Davidson, SWIC Haley Nichols

Absent: Dan Fank, Anna Voss, Curtis Woten

Guests: Tracey Bearden, Brad Button, Rob Dehnert, Josh Duden, Luke Erpelding, Chad Gappad, Brian Krumm, Tom Lampe, Dave Lockard, Chris Maiers, Richard Pierce, Tyler Richard, Scott Richardson, Hannah Short, Ron Vought

Welcoming Remarks: Chair Bischof welcomed everyone and thanked them for attending.

Approval of Agenda: Mindy Benson motioned to approve today's agenda. Dan Schaffer seconded the motion. All in favor. Motion passes.

Approval of Minutes: Dan Schaffer motioned to approve the December 2023 ISICSB Meeting Minutes. Rhonda Braudis seconded the motion. All in favor. Motion passes.

SWIC Report: SWIC Nichols wished the group Happy New Year and thanked everyone for their hard work throughout the past year. SWIC Nichols reports that January 2024 also brings her one-year anniversary to the SWIC position and thanked everyone for their support during her on-boarding process.

SWIC Nichols reports she will be giving a presentation regarding ISICS at the State Fire School at Prairie Meadows on January 26, 2024. Please let SWIC Nichols know if there are any other conferences or training events where ISICS information would be useful.

SWIC Nichols also reports the following:

- The Annual Report to the Legislature has been submitted and is available on the ISICS website
- Reminder: final working day for the SCIP will be February 8, 2024 in Dallas County following the regularly scheduled ISICSB meeting
    - Subway lunch will be provided
    - Please register asap
- REMCDP grant work is ongoing
    - Grant Committee is working with Unity Point media team to create promotional materials for distribution (slick sheets and short video) – documents will be posted to the ISICSB website as they become available
    - First and second site visits are being scheduled in Carroll County and Calhoun County

911 Council Report & E911 Program Manager: 911 Program Manager Blake DeRouchey reports the following:

- Allie Bright has been promoted to HSEMD Public Information Officer
- Approved Van Buren County training titled "Healthy Dispatcher - Back to Basics"

User Group Committee (UGC): UGC Chair Hess reports the Committee met and reviewed four user applications that are up for approval today under New Business.

Finance Report: SWIC Nichols reports the monthly net expenditures for December 2023 for the Interoperable and Broadband Communications Fund were $12,470.64. The remaining amount available is $145,061.58.

Governance Committee: SWIC Nichols reports the Committee did not meet due to the holidays.

Operations Committee: Operations Chair Edson reports the Committee met and discussed Bi-Directional Amplifiers (BDA) policies and the process for adding these as required by FCC Ruling 90.219.

The Committee also discussed discipline-specific encryption, which will be discussed further during the Technology Committee report.

Training & Outreach Committee: Training & Outreach Committee Chair Solem reports the Committee met and discussed the following:

- Continued work on the StatusBoard training module – will be completed soon
- Discussed what the Committee should work on next (scanning, patching, review standards 1.17.0 and 2.11.0, etc.)
- Discussed developing a process for COMU credentialing and how to streamline the Position Task Book sign-off process
- Discussed ways to inform PSAPs regarding available training opportunities and training resources
    - o Develop flyer with QR code and URL for website
    - o Add comment section for feedback after completing trainings
- SWIC Nichols reports the upcoming INTD course is full – registration link is still open and new registrants will be put on a waiting list

Technology Committee: Technology Chair Updike reports the Committee met and discussed the following:

- Working on updated ICS-217A
    - o Listed the direct side of the previously approved air-to-ground frequencies
    - o Updated the three existing 7-IA-GTAC frequencies
    - o Updike worked with SWIC Nichols to obtain licensing of the additional six frequencies
- Committee is working on reviewing the six policies/standards related to Technology
- Meeting with stakeholders was held to discuss possible development of a separate encrypted zone
    - o Proposed Encryption Zone located at https://dps.iowa.gov/sites/default/files/commissioners-office/interoperability-communications/isics-board/pdfs/isicsb%20meeting%20pdfs/Proposed_Encrypted_Zone.pdf
    - o Looking for feedback from stakeholders
    - o Operations Committee Chair Edson expressed that the Operations Committee would like more information as to the purpose of the new proposed encryption zone before moving forward

FirstNet Broadband Subcommittee: FirstNet Broadband Committee Chair Benson reports the FirstNet Committee met and held a standard meeting with no action items.

Other Reports:

Information Sharing Board Members: Chair Bischof reports that ISICS will review and participate in an after-action report regarding the system's performance during the recent Perry school shooting incident.

Chair Bischof also reminded the group that the February 8, 2024 ISICSB Meeting will be an in-person meeting followed by the SCIP review.

ISICS System Administrator Report:

ISICS Assistant System Administrator Scott Richardson reports the following:

- Three sites remain for annual RF maintenance (Underwood, Glenwood, Fremont)
- Scheduling for 2024 RF maintenance is in progress
- Cedar Rapids site needs a condenser – repair scheduling in progress
- Mitchellville generator experienced wire damage is repaired and operational
- Tower light issues at O'Brien site are resolved
- Working to schedule repair to Zwingle tower light
- Perry shooting incident stats:
  o Push-to-Talks = 755 (485 on mail talkgroups and 268 on secondary talkgroups)
  o Dallas County simulcast = 0 busies
  o Woodward/Story sites = 9 busies (total 14.7 seconds total)
- Numbers for December 2023:
  o Radios = 35,873 (up 318 from November 2023)
  o Talkgroups = 3,230 (up 16 from November 2023)
  o Push-to-Talks = 2,600,843 (down 107,988 from November 2023)

FirstNet Authority Update:

No report.

AT&T Update: AT&T Representative Tyler Richard reports one new site went live in SW Iowa in Red Oak.

CISA Update:

CISA Representative Chris Maiers presented a slide deck regarding the following:

- Emergency Comms & Extreme Weather
- Personal Security for CI Workers
- Regional News of Note

The PowerPoint presentation can be located at
https://dps.iowa.gov/sites/default/files/commissioners-office/interoperability-communications/isics-board/pdfs/misc/Jan%202024%20CISA%20Update.pdf

Contact Chris Maiers at Christopher.Maiers@cisa.dhs.gov with any questions.

Old Business:

Discipline Specific Encryption Policy: Technology Chair Updike states that a Committee member reported that when programming the county level talkgoups, the NAC identifiers within the receive column (SF7E) become useless. The Technology Committee opted to change the NAC code in the receive column to 293 and is seeking approval from the Board to make the changes to the Discipline-Specific Encryption document previously approved by the Board, as well as update this on the ICS-217A. Chair Bischof and the Board determined that since this is a correction to the previously approved document, Board approval is not required. Chair Updike will move forward with making the changes.

New Business:

New User Applicant Participation Plan Approval: UGC Chair Hess made a motion to approve the following new users: Allen Memorial Hospital – Level 2, Cass County Sheriff's Office (NE) – Level 1, Gundersen Air – Level 1, and Unity Point Health (Marshalltown) – Level 2. Rhonda Braudis seconded the motion. All in favor. Motion passes.

Public Comment: None

Motion to Adjourn: Rhonda Braudis motioned to adjourn the meeting. Mindy Benson seconded the motion. All in favor. Motion passes and meeting adjourned at 11:12 a.m.

YouTube link for the January 11, 2024, ISICSB Meeting:
https://www.youtube.com/watch?v=dmZ1aLdF0DM