

Wendi Hess
Communications Center

Travis Solem
Communications Center

Vacant
EMS

Mindy Benson
Emergency Management

Michele Bischof
Fire Department

Curtis Woten
Fire Department (Volunteer)

David Ness
Municipal Police Department

Vacant
Municipal Police Department

Dan Fank
Sheriff's Office

Jeff Vandewater
Sheriff's Office

Vacant
Member-At-Large

Anna Voss
ILEA

Cindy Heick
Iowa DPH

Daniel Brown
Iowa DOT

Michael Strauser
Iowa DNR

Heath Hove
Iowa DPS

Patrick Updike
Iowa DOC

Blake DeRouchey
HSEMD

Jessica Turba
Office of the CIO

[Legislative Members](#)
Senator Jesse Green
Senator Todd E. Taylor
Representative Phil
Thompson
Representative Ross Wilburn

Meeting Minutes
Iowa Statewide Interoperable Communications System Board
May 9, 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.

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

Voting Members Present In-Person: Michele Bischof, Heath Hove, Travis Solem, Jeff Vandewater, Anna Voss, Curtis Woten

Voting Members in Attendance via GoTo Meeting and GoTo Meeting Conference Line: Mindy Benson, Daniel Brown, Cindy Heick, Wendi Hess, Patrick Updike

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

Absent: Blake DeRouchey, Dan Fank, Dave Ness, Michael Strauser, Jessica Turba

Guests: Nic Briseno, Dave Brittain, Luke Erpelding, Steve Gray, Brian Krumm, Tom Lampe, Chris Maiers, Terry McClannahan, Mark Miller, Richard Pierce, Scott Richardson, Hannah Short, Connie Stufflebeem, Mark Van Hooser, Curtis "Wally" Walser

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

Approval of Agenda: Two amendments were made – under New Business, Moulton Fire Department and Pocahontas Sheriff's Office should both be level 2 users.

Travis Solem motioned to approve today's agenda as amended. Curtis Woten seconded the motion. All in favor. Motion passes.

Approval of Minutes: Travis Solem motioned to approve the April ISICSB Meeting Minutes. Curtis Woten seconded the motion. All in favor. Motion passes.

SWIC Report: SWIC Haley Nichols reports the following:

- The recent severe weather in April proved the resiliency of the ISICS System
- SWIC Nichols will be attending Cyber Resilient CR911 Symposium in May
- SWIC Nichols will be attending NCSWIC the first week in June
- REMCDP grant work continues
 - Plan to bring the working medical talkgroup standard to the June Operations Committee meeting and it is in its final stages
 - Several meetings and site visits have occurred across region 1
 - Continue to meet with stakeholders in hospitals and EMS settings to explain the project and answer questions
 - Anyone interested in learning more about the project should join the monthly RIC 1 Committee call as the REMCDP is a standing agenda item (there is also a REMCDP grant link located on the ISICSB website at <https://dps.iowa.gov/remcdp>)
 - In conjunction with the REMCDP project and the O-Rap project that has been ongoing in Carroll County for over a year, Regional Communications Enhancement Support Project (RCES) has begun. This is a strategic communication migration plan.
 - As the work progresses on the REMCDP, the State of Iowa Emergency Medical Services Communications Plan will be updated
- Attended a webinar by Mission Critical Partners on safeguarding mission-critical public safety infrastructure (including LMR systems) from cybersecurity threats

911 Council Report & E911 Program Manager: In the absence of 911 Program Manager Blake DeRouchey, SWIC Nichols gave the 911 Council report. SWIC Nichols reports the following:

- Quarterly Program Financials were presented and are available on the HSEMD website for those who may be interested.
- Boards and commissions bill passed, however the final version does not eliminate the 911 Council--Council meetings will continue into the foreseeable future.
- School Safety bill passed, however it did not take any funding from 911. It does task HSEMD with a handful of things, but as far as *911 funding* goes, the final bill has no impact.
- We worked with CISA to produce a Swatting poster that can be hung in PSAPs as a quick reference guide and for important contacts. It is available for download on the online 911 shared collaborative space or by contacting Blake.
- Now that the legislative session is over, we will be working on proposals for funding with an eye towards the next legislative session.

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

Finance Report: Finance Committee Chair Brown reports one expense in the amount of \$1,300.00 to pay for Lt. Hove's Telecommunications Industry Association membership dues.

The monthly net expenditures for March 2024 for the Interoperable and Broadband Communications Fund were \$24,660.79. The remaining amount available is \$79,340.74.

Governance Committee: SWIC Nichols reports that the Committee met and reviewed ISICS 3.2.0 Talkgroup and Multigroup Names. A few minor non-substantial changes were made based on current practice, specifically the adoption of subregionals which use 10 characters. The standard needs to be modified to follow today's ISICS operations. Per Policy 2023-02.G, no Board action needs taken since the changes are non-substantial.

Operations Committee: SWIC Nichols reports the Committee met and discussed and the following:

- The public comment period ISICS Standard 1.5.1 v2 – Transport and Travel Interoperability has ended
 - No public comments were submitted
 - Up for Board adoption under New Business

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

- Work continues on whitepapers regarding the following:
 - Radio Basics
 - Affiliation and Scanning
 - Patching
- The public comment period ISICS Standard 2.11.0 v2 – Training ISICS End Users has ended
 - No public comments were submitted
 - Up for Board adoption under New Business
- COMDEX
 - June 19th and 20th in Story County
 - Looking for COMT/COML who are interested in completing their Position Task Books (PTBs)
 - Looking for SimCell volunteers that will operate a radio and read from a script
 - Reach out to SWIC Nichols for more information

Technology Committee: Technology Chair Updike reports the Committee met twice and tabled the review of ISICS Standard 3.11.0 – Talkgroup Site Access and Roaming.

The Committee is working on developing a Bi-Directional Amplifier (BDA) standard. The standard recommends the following items be fully considered during the implementation of a BDA: Facility Overview, Communications Requirements, Coverage Areas, BDA System Design, Operational Procedures, Emergency Response Integration, Regulatory Compliance, Documentation and Record-Keeping, and Security and Access Control. The proposed standard can be found at <https://dps.iowa.gov/media/1777/download?inline=>.

John Foley with the Safer Building Coalition also provided the Technology Committee valuable information to assist and give feedback regarding the BDA standard. John also plans to visit Iowa for a presentation sometime in 2025

FirstNet Broadband Subcommittee: FirstNet Subcommittee Chair Benson reports that the Subcommittee will meet next week.

Other Reports:

Information Sharing Board Members:

Bridget Edson and Rhonda Braudis' terms on the Board have expired and have opted not to renew their terms. Chair Bischof thanked them for their service.

Chair Bischof reports that the Senate File 2385 to restructure the Board has passed. The bill went to the Governor on May 3, 2023, and is awaiting her approval. The Board will be reduced to seven members, and all state department board seats will be eliminated. More information regarding the transition will be provided as it becomes available.

ISICS System Administrator Report:

ISICS Assistant System Administrator Scott Richardson displayed PowerPoint presentation slides showing the damage to the Shelby tower site as a result of the tornado on April 29, 2024. The slideshow can be found at <https://dps.iowa.gov/media/1778/download?inline=>

- Numbers for March 2024:
 - Radios = 37,183 (up 125 from March 2024)
 - Talkgroups = 3,286 (up 34 from March 2024)
 - Push-to-Talks = 2,862,858 (up 77,871 from March 2024)
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FirstNet Authority Update:

FirstNet Authority (FNA) Representative Tom Lampe reports the following:

- FNA is working on determining where to fill in the coverage gaps across the country
- Regarding coverage across the country, there is data available to determine where a state is now as compared to five years ago
- FNA will be asking to meet with stakeholders in Iowa to determine where coverage needs improvement – will determine how to best spend the reinvestment funds
- how to better communicate outages
- 2nd annual 5x5 Innovation Summit in Chicago – June 25-27, 2024
- FNA will have a panel at the International Association of Chiefs of Police technology conference in May 2024 to discuss LMR-LTE integration
- Working with CISA on a plan for national interoperability talkgroups on FirstNet
- FNA assisted with deployables after the recent bridge collapse

- There are 3 spots available for anyone who would like to visit the Boulder Lab – expenses paid by FNA
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AT&T Update: No report.

CISA Update:

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

- Joint Cybersecurity Advisory (CSA): Akira
- Joint CSA: North Korean Spearphising
- Directory Traversal Vulnerability Alert
- Regional News of Note

The PowerPoint presentation can be located at <https://dps.iowa.gov/media/1779/download?inline=>

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

Old Business: None

New Business:

New User Applicant Participation Plan Approval: UGC Chair Hess made a motion to approve the following new users: Louisa County – Level 2; Moulton Fire Department – Level 2; Pocahontas Sheriff's Office – Level 2. Curtis Woten seconded the motion. All in favor. Motion passes.

Adoption of ISICS Standard 1.5.1 – Transport Interoperability – Version 2.0: Curtis Woten made a motion to adopt ISICS Standard 1.5.1 – Plain Language. Anna Voss seconded the motion. All in favor. Motion passes.

Adoption of ISICS Standard 2.11.0 – Training ISICS End Users – Version 2.0: Training Committee Chair Solem made a motion to adopt ISICS Standard 2.11.0 – Training ISICS End Users. Curtis Woten seconded the motion. All in favor. Motion passes.

Public Comment: None

Motion to Adjourn: Travis Solem motioned to adjourn the meeting. Curtis Woten seconded the motion. All in favor. Motion passes and meeting adjourned at 11:20 a.m.

YouTube link for the April 11, 2024, ISICSB Meeting:
<https://www.youtube.com/watch?v=v4li6FI5nml&t=79s>