Iowa Statewide Interoperable Communications System Board
911

Michele Bischof, Chair
Patrick Updike, Vice-chair
Haley Nichols, SWIC
Curtis Walser, Deputy SWIC

Luke Erpelding
Communications Center

Curtis Woten
EMS

Mindy Benson
Emergency Management

Michele Bischof
Fire Department

David Ness
Municipal Police Department

Jeff Vandewater
Sheriff's Office

Patrick Updike
Member At-Large

Legislative Members
Senator Jesse Green
Senator Todd E. Taylor
Representative Phil Thompson
Representative Ross Wilburn

Meeting Minutes
Iowa Statewide Interoperable Communications System Board
December 12, 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.

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

Voting Members Present In-Person: Luke Erpelding, Patrick Updike, Jeff Vandewater

Voting Members in Attendance via GoTo Meeting and GoTo Meeting Conference Line: Michele Bischof, David Ness

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

Absent: Mindy Benson, Curtis Woten

Guests: Kayla Beckerdite, Bart Blank, Nic Briseno, Nich Brockman, Dan Brown, Brad Button, Chase Clark, Rob Dehnert, Blake DeRouchey, Josh Duden, Steve Gray, Cindy Heick, Heath Hove, Brian Krumm, Tom Lampe, Terry McClannahan, Mark Miller, Stephanie Norris, Al Paredes, Scott Richardson, Alexis Sonich, Austin Taffae

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

Approval of Agenda: Chair Bischof amended the agenda to add two INTD certificate presentations under Old Business. David Ness motioned to approve today's agenda with Chair Bischof's amendment. Jeff Vandewater seconded the motion. All in favor. Motion passes.

Approval of Minutes: David Ness motioned to approve the November ISICSB Meeting Minutes. Luke Erpelding seconded the motion. All in favor. Motion passes.

SWIC Report: SWIC Nichols reports that the eFOG beta test did result in some notes from the end users. From that feedback, SWIC Nichols reviewed and revised content in the Field Operations Guide (FOG) and also reviewed the TICP to ensure the changes tracked in both documents. Now was the time for the TICP annual review anyways as that document was adopted in November 2023. The electronic Field Operations Guide (eFOG) is now available in a downloadable application through the Public Safety Library. The link is available on the CISA website and will soon be posted to the ISICSB website.

There will be a COML course in Council Bluffs on April 1 – April 4, 2025. There wll be room for 30 students in that course. ICS 300 is a pre-requisite for this course. FEMA advised that there are six opportunities for ICS 300, some of which will fall before the the April COML date. There is an opportunity to take a hybrid online course. Contact SWIC Nichols for the link to information regarding the online course. There is a COMT course tentatively scheduled for late April or early May 2025 in the Cedar Rapids area. There is room for approximately 16 students in this course. Due to budgetary restraints, the remaining three TA Requests for Iowa were denied. However, Iowa does have the opportunity to again request up to five courses in the next round, which opens up on April 1, 2025.

SWIC Nichols reminded the group that ISICS training is always available upon request. Contact SWIC Nichols if you would like training or would like to know more about the ISICS system. As the Iowa SWIC, SWIC Nichols' role is to act as the coordinator of interoperable communications for all agencies and disciplines across the state and up to the federal government down to the local agencies. Her role is not just for the LMR system but for everyone involved in emergency communications.

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

- PSAP Leadership Training in November – 28 participants
- Annual Legislative Report is now available on the website
- Discussion regarding the continuation of the online training portal – how long should this continue to be funded?
- Department of Management to attend January 2025 911 Council meeting to provide a short Budget 101 training

User Group Committee (UGC): UGC Chair Vandewater reports the Committee met and reviewed one amended application that is up for approval uder New Business.

Finance Report: Chair Bischof reports that there was one item on the finance report in the amount of $985.06 that was misappropriated. Captain Hove has requested this be corrected by the DPS Finance Department.

The monthly net expenditures for November 2024 for the Interoperable and Broadband Communications Fund were $13,683.66. The remaining amount available is $126,944.72.

Governance Committee: Governance Committee Chair Ness reports the Committee met and continued to review standards, none of which need Board action today.

Operations Committee: Operations Committee Chair Erpelding reports the Committee met and reviewed 3 standards. The Committee would like to make the Board aware that there were unsubstantial changes made to ISICS Standard 1.8.0 – Event and Exercise Communications Planning and ISICS Standard 1.12.0 – Announcements.

The Committee also reviewed the Technical Interoperable Communications Plan (TICP) for its regular annual review and discussed some needed changes that need made to the TICP.

Chair Erpelding reports the Committee began reviewing ISICS Standard 1.14.0 – SYS-TECH Talkgroup. DPS System Administrators recommended this standard be deleted, as it has not been implemented as written since 2018. The Committee requested further discussion before bringing any agenda items for this standard to the Board. .

Chair Erpelding reports there are still 3 standards remaining on the schedule for review by the Committee in 2024. These standards will be the Committee's first priority in 2025. There will be no Operations Committee meeting in January due to the New Year's holiday.

Training & Outreach Committee: SWIC Nichols reports the Committee met and continued to discuss the Communications Unit Credentialing Procedure. The Committee is also working to create a training for completing the Position Task Book (PTB).

Technology Committee: Technology Chair Updike reports the Committee did not meet in November or December due to holidays and conflicts. The next meeting is scheduled for January 2, 2025.

Chair Updike reports the new version of the ICS 217A is now available and posted to the website. Chair Updike plans to continue working with DPS system admins to conduct a radio test to demonstrate some of the functionality of the six channels that were added to the ICS 217A.

FirstNet Broadband Subcommittee: No report.

Other Reports:

Information Sharing Board Members: None.

ISICS System Administrator Report: Assistant System Administrator Scott Richardson reports the following:

- Astro system upgrade is in progress – outages should now be concluded
- Motorola is working to remedy some issues with system management tools at the NOC
- Antenna replacement for Tama site is taking place today
- Numbers for October 2024:
  - Radios = 41,280 (up 868 from October 2024)
  - Talkgroups = 3,424 (no change from October 2024)
  - Push-to-Talks = 2,758,022 (down 314,500 from October 2024)

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

- There was an FNA board meeting this month in Boulder – new chair and several new board members
- Coverage workshops are happening across the country
- FNA is developing an Emergency Management Field Guide to explain how 911 centers can use FirstNet
- 5 x 5 Conference in Seattle June 3 – June 5, 2025
- Working with Region 7 states on LMR interoperability and offering Boulder Lab tours to demonstrate the technology used for priority and preemption and LTE/LMR integration

AT&T Update: AT&T Representative Bart Blank reports there were three 5G C-band tower upgrades last month – New London, Knoxville, West Burlington.

CISA Update:

In the absence of CISA Representative Chris Maiers, SWIC Nichols presented a slidedeck on his behalf regarding the following:

- Guide to Protect Comms Infrastructure
- Insights from CISA Red Team
- Framework for Safe AI Deployment
- Updated Technical Assistance Catalog
- Expanded Cyber Resilient 911 Offerings
- Infrastructure Survey Tool
- Regional News of Note

The PowerPoint presentation can be located at
https://dps.iowa.gov/media/2292/download?inline

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

Special Order:

<u>Nomination and Election of Board Chair</u>: David Ness nominates Michele Bischof to continue serving as the ISICSB Board Chair. All were in favor and Michele Bischof will continue to serve as the Chair of the Board.

<u>Nomination and Election of Board Vice-Chair</u>: David Ness nominates Patrick Updike to continue serving as the ISICSB Vice-Chair. All were in favor and Patrick Updike will continue to serve as the Vice-Chair of the Board.

Old Business: Vice-Chair Updike presented Stephanie Norris and Alexis Sonich with their INTD credential certificates.

New Business:

<u>New User Applicant Participation Plan Approval</u>: UGC Chair Vandewater made a motion to approve the following users: Palo Alto County Sheriff's Office (update) – Level 2. Luke Erpelding seconded the motion. All in favor. Motion passes.

<u>Approve Annual Legislative Report</u>: Jeff Vandewater made a motion to approve the Annual Legislative Report. David Ness seconded the motion. All in favor. Motion passes.

Public Comment: None

Motion to Adjourn: Jeff Vandewater motioned to adjourn the meeting. David Ness seconded the motion. All in favor. Motion passes and meeting adjourned at 11:09 a.m.

YouTube link for the December 12, 2024, ISICSB Meeting: https://youtu.be/d-1vKKqi4tl