

Meeting Minutes

Iowa Statewide Interoperable Communications System Board

March 13, 2025 10:30 a.m. – 12:00 p.m.

Dallas County Human Services Campus
25747 N Avenue
Adel, IA 50003

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, Vacant
Senator, Vacant
Representative, Vacant
Representative, Vacant

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

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

Seven voting board members were present via in-person and Microsoft Teams, establishing a quorum.

Voting Members Present In-Person: Luke Erpelding, Jeff Vandewater, Curtis Woten

Voting Members in Attendance via Microsoft Teams and Teams

Conference Line: Mindy Benson, Michele Bischof, David Ness, Patrick Updike

Non-Voting Present in Person: Administrative Assistant Hollie Davidson, SWIC Haley Nichols

Absent: None

Guests: Brian Albright, Nic Briseno, Dave Brittain, Rob Dehnert, Blake DeRouchey, Josh Duden, Steve Gray, Travis Hitchcock, Heath Hove, Rod Jones, Tom Lampe, Chris Maiers, Doug McCasland, Terry McClannahan, Al Paredes, Scott Richardson, Hannah Short, Darin VanRyswyk, Curtis "Wally" Walser

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

Approval of Agenda: David Ness motioned to approve today's agenda. Curtis Woten seconded the motion. All in favor. Motion passes.

Approval of Minutes: Luke Erpelding motioned to approve the February ISICSB Meeting Minutes. Curtis Woten seconded the motion. All in favor. Motion passes.

SWIC Report: SWIC Nichols reports the following:

- ISICSB Committees will move to the Microsoft Teams platform over the next month – reach out to Hollie or SWIC Nichols if you have any questions after the moves are made
- April will be the next round of TA requests. ISICSB priority 1 request is the INCM Incident Communication Center Manager – the course is designed to prepare public safety communication professionals for managing all functions in an Incident Command Center (ICC).
- COML scheduled for April 1-4, 2025 in Council Bluffs has been cancelled due to lack of federal funding
- COMT Course:
 - June 2-6, 2025 in Cedar Rapids
 - Registration will be live soon
 - Course should move forward since this is a state sponsored course and Iowa is supplying their own instructors
- Tri-state COMMEX:
 - Tabletop scheduled for June 12, 2025
 - Functional exercise scheduled for September 19, 2025
 - Dubuque tri-state area response WI/IL/IA
 - Planning has begun and more information will be forthcoming
- iMED update:
 - Grant funds have been paused – equipment orders are not being installed or programmed
 - There is an updated EMS communications plan live on the HHS website. The plan moved communications from legacy VHF communications to the ISICS 700/800 MHz platform as the primary method of communications between hospitals, Emergency Medical Service (EMS), and Emergency Communications Centers (ECCs) in the state of Iowa. The legacy plan had not been updated since 1978.

911 Council Report & E911 Program Manager: 911 Program Manager Blake DeRouchey reminded the group that the 911 Council meets right before the ISICSB meeting, and a recording of the meeting can be watched at <https://www.youtube.com/channel/UCwAh7nFN6gMlvmDcTVbV-hw/videos>.

911 Program Manager DeRouchey reports the following:

- Approved training applications:
 - DPS: APCO Spring Conference: Denise Amber Lee, Domestic Violence Awareness - \$5,000
 - NENA Spring Conference: Denise Amber Lee, A Victim's Plea - \$5,000
- National Public Safety Telecommunicator week:

- There will be a focused media campaign promoting the week that will include videos, social media, written testimonials related to the telecommunicator's job
- Contact Blake if interested in sharing your story

User Group Committee (UGC): UGC Chair Vandewater reports the Committee met and SWIC Nichols gave an in depth presentation regarding what qualifies an eligible user based on various ISICS standards, and she is developing a checklist for the UGC to use in working through the user application process.

The Committee approved three new user applications that are up for Board approval under New Business.

Finance Report: Chair Bischof reports the only anomaly on the finance report is that there is an incorrect credit in the amount of \$985.06 that will be corrected. The monthly net expenditures for February 2025 for the Interoperable and Broadband Communications Fund were \$14,367.49. The remaining amount available is \$83,638.73.

Governance Committee: Governance Chair Ness reports the Committee met and continues to review standards.

Operations Committee: Operations Committee Chair Erpelding reports the Committee did not meet due to weather conditions and committee members being busy with their normal job duties.

Training & Outreach Committee: Training Committee Chair Woten reports the Committee met and continues to work on the Plain Language Whitepaper.

Technology Committee: Technology Chair Updike reports the Committee met twice and discussed ISICS Standard 2.12.6 – Over the Air Rekeying. The concern is that the standard is geared towards the end user but should be geared more toward the system administrators. The Committee is working to remove some of the end user wording. The group also discussed adding Ethernet rekeying and tactical type rekeying. Once the Technology Committee has made these changes, they will send it back to the Operations Committee.

The Committee began discussing discipline specific encryption again. The main concern is how to manage encryption outside of the local level. A proposal was made to add additional talkgroups at a sub-regional, regional, and state level that would include more generic talkgroup names. The Committee will continue to discuss the issue and report back to the Board.

FirstNet Broadband Subcommittee: FirstNet Subcommittee Chair Benson reports the Committee met and continues to follow-up on the responses to the Who's on FirstNet website. Contact Chair Benson if you have any questions regarding the website. The Committee also discussed dates for an AT&T/FirstNet coverage workshop.

Other Reports:

Information Sharing Board Members: Major Ness thanked the Technology Committee for once again looking into law enforcement specific encryption. Due to the possibility of non-

traditional public safety entities coming onto the system, Major Ness feels this is something that needs to continue to be addressed until a solution is found.

Chair Bischof reports that SF89 did not pass the funnel; however, there is still a pathway for the bill to move forward, but it is very unlikely that will happen.

Chair Bischof mentioned that all Board members should have received an email inviting them to join the ISICSB Team in Microsoft Teams. Board members should ensure they are able to access the Team. All ISICSB committees will also be moving to the Teams platform within the next few months. SWIC Nichols is working to develop a document regarding each committee and the responsibilities, how membership is determined, etc. This will allow for continuity across the committees and between the committee chairs.

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

- Tower work this week at 5 sites (Hooper, Adams, Story, Beaver & Hardin) for tower light repairs
- Radome damage at 5 sites (Cedar Rapids, Story, Calhoun, Ft. Dodge & Sioux) ... to be scheduled
- Quarterly ISICS core security patching March 17th & 18th – with Zone Controller roll-overs on March 18th at 12:45pm & 4:30pm ... This will briefly drop console core connection and tower sites will go to site trunking briefly as well
- ISICS annual RF Maintenance starting this week with 7 sites in SW IA (Fremont, Glenwood, Underwood, Hutchings, Malvern, S Pease, & Mineola)
- ISICS Numbers for February 2025:
 - Radios = 42,873 (up 308 from January 2025)
 - Talkgroups = 3,593 (up 4 from January 2025)
 - Push-to-Talks = 2,817,404 (down 49,318 from January 2025)

FirstNet Authority Update: FirstNet Authority Representative Tom Lampe reports they are working to schedule a coverage enhancement workshop for Iowa. They are looking for stakeholder feedback regarding coverage enhancements across the state.

AT&T Update: No report.

CISA Update:

CISA Representative Chris Maiers presented a slidedeck regarding the following:

- Technical Assistance – March 2025
- Regional News of Note

The PowerPoint presentation can be located at <https://dps.iowa.gov/media/2507/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 Vandewater made a motion to approve the following new users: Broadlawnd Medical Center – Level 2, Civil Air Patrol-Iowa Wing – Level 2, Pella Cooperative Electric Association – Level 2. David Ness seconded the motion. All in favor. Motion passes.

COMU Credentials: SWIC Nichols presented Brian Albright with his INTD credentialing certificate.

Public Comment: None

Motion to Adjourn: Curtis Woten motioned to adjourn the meeting. Jeff Vandewater seconded the motion. All in favor. Motion passes and meeting adjourned at 11:01 a.m.

YouTube link for the March 13, 2025, ISICSB Meeting: <https://youtu.be/b8E87U7Cz6U>