

Meeting Minutes

Iowa Statewide Interoperable Communications System Board
May 8, 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

Vacant
Municipal Police Department

Jeff Vandewater
Sheriff's Office

Patrick Updike
Member At-Large

Legislative Members
Senator Jesse Green
Senator Matt Blake
Representative Mike Vondran
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.

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

Voting Members Present In-Person: Curtis Woten

Voting Members in Attendance via Microsoft Teams and Teams Conference Line: Mindy Benson, Michele Bischof, Luke Erpelding, Patrick Updike, Jeff Vandewater

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

Absent: None

Guests: Nic Briseno, Dave Brittain, Dan Brown, Chris Collins, Rob Dehnert, Blake DeRouchey, Josh Duden, Dave Gordan, Steve Gray, Heath Hove, Robby Johannesen, Tom Lampe, Chris Maiers, Alex Mathais, Doug McCasland, Terry McClannahan, Al Paredes, Jacob Reineke, Scott Richardson, Hannah Short, Austin Taffae, Curtis "Wally" Walser

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

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

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

SWIC Report: SWIC Nichols reports the following:

- APCO/NENA Booth – ISICS memo books and stickers were well received
- Per support from the 911 Council, ISICS courses have been uploaded into the Zetron training portal (Moetivations) – new modules created by the Training and Outreach Committee will continue to be shared as long as the partnership with the 911 Council continues
- COMT Course:
 - June 2-6, 2025 in Cedar Rapids
 - Will be taught by State of Iowa instructors
 - Still have spots open for registrants
- Floyd County ISICS training as they come online on May 28th
- Lucas County all discipline training/tabletop exercise on June 1st
- iMED – REMCDP grant funds continue to remain paused
- Encouraged stakeholders and users to join Regional Interoperability Committee (RIC) meetings, if possible, or share with SWIC Nichols any instances of interoperable communications success or challenges that she can pass along
- SWIC Nichols will be out on vacation for 2 weeks – she will have her email set with an auto response listing emergency contact numbers

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:

- Legislative update – no resolution yet regarding long-term sustainment funding for 911 projects and programs in the state
- Working with Zetron to provide ILEA with free of charge training consoles for the 40-hour basic telecommunicator course

User Group Committee (UGC): UGC Chair Vandewater reports the Committee met and approved one new user application that is up for Board approval under New Business.

The Committee also discussed ISICS Standard 3.3.0 – Radio ID and Talkgroup Allocation, as well as ISICS Policy 2025-01.G – Committee Structure and Leadership.

Finance Report: Chair Bischof reports the finance Committee met, and the April financial report was pretty standard other than it was a three pay period month and some verified additional travel expenses. The monthly net expenditures for April 2025 for the Interoperable

and Broadband Communications Fund were \$23,523.54. The remaining amount available is \$44,674.11.

Governance Committee: SWIC Nichols reports the May 5th meeting was cancelled due to scheduling conflicts. However, per the direction from the ISICSB Steering Committee, the Governance Committee did previously create the final draft policy 2025-01.G – Committee Structure and Leadership. The policy is on today’s agenda under New Business to be approved for posting for 30-day public comment.

Operations Committee: Operations Committee Chair Erpelding reports Operations meeting has been rescheduled for May 13th.

Training & Outreach Committee: Training Committee Chair Woten reports the following:

- Plain Language Whitepaper is now complete and posted to the website
- Position Task Book (PTB) is near completion
- COMU Credentialing Procedure near completion
- Initial discussions began regarding creation of training module for ISICS Standard 1.12.1 – Audible Alert Tones
- Reviewed ISICS Policy 2025-01.G – Committee Structure and Leadership

Technology Committee: Technology Chair Updike reports the Committee met once and reviewed ISICS Standard 2.6.0 – Database Management. No changes were made to the standard. The Committee also reviewed ISICS Policy 2025-01.G – Committee Structure and Leadership.

FirstNet Broadband Subcommittee: FirstNet Subcommittee Chair Benson reports the Committee will not meet until the following week.

Other Reports:

Information Sharing Board Members: None

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

- Damaged microwave dish at Adams site has been replaced and is operational
 - Photo diode for Beavertdale site is on order to correct tower lighting issue
 - RF preventative maintenance completed on local enhancements – Union Simulcast and Dallas Simulcast
 - ISICS Numbers for April 2025:
 - Radios = 43,594 (up 317 from March 2025)
 - Talkgroups = 3,612 (up 7 from March 2025)
 - Push-to-Talks = 3,083,180 (down 239,154 from March 2025)
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FirstNet Authority Update: FirstNet Authority Representative Tom Lampe reports the following:

- Iowa's coverage workshop will be held on July 8th during the FirstNet Broadband Subcommittee meeting
 - 5x5 Workshop – June 3-5 in Bellevue, WA
 - New Executive Director/CEO – Mike Cannon
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AT&T Update: AT&T Representative Bart Blank reports that the network modernizations continue across the state. This involves switching out Nokia equipment with Ericson equipment. Increased speeds and some increased coverage has been noted with the Ericson equipment.

CISA Update:

CISA Representative Chris Maiers presented a slidedeck regarding the following:

- Technical Assistance Update
- Regional News of Note

The PowerPoint presentation can be located at <https://dps.iowa.gov/media/2642/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 user: Clarke Electric Cooperative – Level 2. Mindy Benson seconded the motion. All in favor. Motion passes.

Approval of 30-day comment on ISICS Policy 2025-01.G – Committee Structure and Leadership: Mindy Benson made a motion to approve posting ISICS Policy 2025-01.G – Committee Structure and Leadership for 30-day public comment. Jeff Vandewater seconded the motion. All in favor. Motion passes.

Public Comment: None

Motion to Adjourn: Jeff Vandewater motioned to adjourn the meeting. Mindy Benson seconded the motion. All in favor. Motion passes and meeting adjourned at 11:07 a.m.

YouTube link for the May 8, 2025, ISICSB Meeting: <https://youtu.be/seJ91ZpKgbs>