

Meeting Minutes

Iowa Statewide Interoperable Communications System Board

July 10, 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

Michael Colby
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.

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

Voting Members Present In-Person: Michele Bischof, Michael Colby, Luke Erpelding, Curtis Woten

Voting Members in Attendance via Microsoft Teams: Mindy Benson, Patrick Updike, Jeff Vandewater

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

Absent: None

Guests: Shane Andrews, Bart Blank, Rhonda Braudis, Nic Briseno, Dave Brittain, Dan Brown, Brad Button, Dan Case, Blake DeRouchey, Dave Gordon, Steve Gray, Heath Hove, Tom Lampe, Chris Maiers, Zac Mann, Doug McCasland, Al Paredes, Ernest Pettit, Caitlan Reineke, Jacob Reineke, Scott Richardson, Austin Taffae, Curtis "Wally" Walser

Welcoming Remarks: Chair Bischof welcomed everyone and thanked them for attending. Chair Bischof introduced Michael Colby, who is the new Board member representing Municipal Police Departments.

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

Approval of Minutes: Luke Erpelding motioned to approve the June ISICSB Meeting Minutes. Curtis Woten seconded the motion. Michael Colby abstained, and all others were in favor. Motion passes.

SWIC Report: SWIC Nichols reports the following:

- Looking for agencies willing to allow videorecording for training materials and promotional materials – contact SWIC Nichols
- Please share any information on coordinated incidents – the RIC committees would also be a great place to share the experiences of these events with neighbors and colleagues and discuss best practices at the local level
- COML has been rescheduled:
 - Sept. 22nd – 25th in Council Bluffs
 - Original 15 registrants will be given the opportunity to attend – additional 15 seats will still be available
 - Course will be taught by a CISA instructor who will also be observing Iowa COMLs working toward their COML instructor credentials
- iMED - REMCDP update:
 - Funding still has not been released since the pause beginning in February
 - Process to return unpaid for equipment has begun
 - Currently do not have the funds to deliver the WAVE server on the system that allows for the capacity for the LTE over LMR portion of the project
 - Currently exploring all options to mitigate the impact of the potential loss of federal funding – this includes identifying alternative funding sources, reprioritizing resources, and advocating for continued support where possible. Work can continue with EMS and hospitals to improve interoperable communications via radio per the EMS communications plan with the interoperable talkgroups available and the individual hospital talkgroups. Training is also available upon request.

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/UCwAh7nFN6qMlvmDcTVbV-hw/videos>.

911 Program Manager DeRouchey reports the following:

- FCC Transfers:
 - State of Iowa is implementing geospatial routing
 - Compared transfer reports from 2018 to 2025, and while there has been a 12% increase of wireless 911 calls in general, the number of transfers has decreased by around 4% – this shows that the changes that both the state of Iowa and FCC have made for improved call routing has worked
- Telecommunicator Emergency Response Team:

- Started receiving signatures and agreements on having telecommunicator emergency response team capabilities in the state
- Until now, did not have the right type of agreement to be able to pay salaries, benefits, travel costs
- After working with a group of individuals, a process has been developed to make these emergency telecommunicator resources deployable and reimbursable
- Contact Blake if interested in volunteering for this emergency response team

User Group Committee (UGC): UGC Chair Vandewater reports there are two user applications up for approval under New Business.

Finance Report: Chair Bischof reports that expenses were a bit higher than usually due to the Board approved promotional products that were purchased and the Board approved travel expenses for Col. Hedgepeth. There is also a \$192.00 fee for a GoTo Meeting subscription that is in the process of being cancelled. The monthly net expenditures for June 2025 for the Interoperable and Broadband Communications Fund were \$17,169.66. The remaining amount available is \$14,965.11.

Governance Committee: Governance Committee Chair Colby reports the Committee met and discussed retiring ISICS Policy #2015-01.G, which is on the agenda under New Business today.

Operations Committee: Operations Committee Chair Erpelding reports the Committee met and discussed ISICS Standard 1.6.0 – Talkgroup, Multigroup, and Agency-Group Ownership. The standard was sent to the system administrators for review. The Committee also discussed ISICS Standard 1.15.0 – Emergency Management Talkgroups. There were a few minor language changes, and the committee will continue to review the standard at the next meeting.

Training & Outreach Committee: Training Committee Chair Woten reports the Committee met and continued discussing the training module for ISICS Standard 1.12.1 – Audible Alert Tones. Clear Lake Police Department has offered to allow using their dispatch center for videorecording. The Committee also finalized the Communications Unit Credentialing Procedure, which is up for approval under New Business.

Technology Committee: Technology Committee Chair Updike reports the Committee met twice and reviewed two standards and one policy. The first standard reviewed was 2.12.1 – System Groups and no substantial changes were made.

Policy 2015-03.T was reviewed and needs to be reformatted, which SWIC Nichols will work on and bring back to the Committee at the next meeting.

The Committee reviewed Standard 3.6.0 – Radio Site Access Permission - Subsystem Roaming. A purpose statement was added to the standard and one significant change was made. The standard will be brought to the Board for approval to post for 30-day comment at the August board meeting.

The Committee also began discussions regarding developing talkgroups for state agencies and federal agencies. Once these are developed, the ICS 217A will be updated.

FirstNet Broadband Subcommittee: FirstNet Subcommittee Chair Benson reports the Committee met and held the FirstNet Coverage Workshop hosted by FirstNet Authority and AT&T. Contact Chair Benson or Hollie Davidson if you are interested in joining the FirstNet Subcommittee.

Other Reports:

Information Sharing Board Members: Chair Bischof states that as a result of adopting the Committee Structure and Leadership Policy #2025-01.G, the Board will begin formalizing the committees based on that policy. All current committee members and anyone who would like to become a committee member will need to complete the Committee Membership Application prior to the November 2025 ISICSB meeting. The Board will then review the applications and inform members of their committee placement by the end of the year, and all committees will then start with new rosters in January 2026. Click on the following link for the Committee Membership Application <https://form.jotform.com/222193764111046>.

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

- Generator/HVAC maintenance is roughly 1/3 complete for the year - more sites to be scheduled with no impact to daily operations.
 - Annual RF Maintenance also continues with 3 sites scheduled this week (Ft Dodge, Harcourt, Lehigh) with 5 additional sites scheduled for later this month, and a notice was sent out to the affected areas.
 - Foundation work on the replacement tower for the Adair South site is beginning next week, pending weather. This is to replace the existing tower damaged in the 2024 Greenfield tornado.
 - ISICS Numbers for June 2025:
 - Radios = 46,365 (up 254 from May 2025)
 - Talkgroups = 3,621 (up 1 from May 2025)
 - Push-to-Talks = 3,164,243 (down 390,707 from May 2025)
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FirstNet Authority Update: FirstNet Authority Representative Tom Lampe reports the FirstNet Authority (FNA) hosted a coverage workshop during the July FirstNet Subcommittee meeting. During the workshop, AT&T showed the progress of the buildout in Iowa. The goal of the workshop was for the FNA to share what they have seen through data they have collected where network coverage enhancements would be most beneficial in the state of Iowa. A survey has been distributed to the workshop attendees and other stakeholders to share where they feel coverage enhancements are needed across the state. The survey can be found at [a geographic survey](#). Please take the time to complete the quick survey to provide feedback regarding FirstNet coverage in Iowa.

AT&T Update: AT&T Representative Bart Blank reports the following:

- Since the last meeting, 26 sites across Iowa have been updated with the 5G C-band Ericson equipment
 - New product – Sonim Mifi Puck (Sonim MegaConnect)
 - Portable HPUE mobile hotspot
 - Device only cost is \$99 with a 2-year service agreement
 - RAGBRAI assessment is complete – contact Bart with any questions
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CISA Update:

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

- Maintaining Vigilance for Cyber Threats
- Emergency Communications System Lifecycle
- Regional News of Note (Scheduled Technical Assistance)

The PowerPoint presentation can be located at
<https://dps.iowa.gov/media/2729/download?inline>

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

Old Business: None

New Business:

Approve New Users: Jeff Vandewater made a motion to approve Clarke County Sheriff's Office (update) – Level 4. Curtis Woten seconded the motion. All in favor. Motion passes.

Jeff Vandewater made a motion to approve Sioux City Community School District – Level 2. Luke Erpelding seconded the motion. All in favor. Motion passes.

Adopt Iowa All-Hazards Communications Unit & Credential Procedure: SWIC Nichols reports the following changes were implemented to the document:

- Renamed the Communications Unit Credentialing Committee to “subcommittee” throughout
- PTB must be completed within 36 months after it is initiated
- Added the credentialing committee members as designated in newly adopted Policy #2025-01.G
- Deleted Appendix B – this is now part of the online submission form via JotForm and is no longer needed as a fillable appendix
- Included the instructions on uploading the documents online

Curtis Woten made a motion to adopt the Iowa All-Hazards Communications & Credential Procedure. Michael Colby seconded the motion. All in favor. Motion passes.

Retire ISICS Policy #2015-01.G: This policy has been replaced with ISICS Policy #2025-01.G.

Michael Colby made a motion to retire ISICS Policy #2015-01.G. Luke Erpelding seconded the motion. All in favor. Motion passes.

COMU Credentials: SWIC Nichols presented COMU credentialing certificates to the following individuals:

- Shane Andrews - INTD
- Zac Mann - INTD

Public Comment: None

Motion to Adjourn: Michael Colby motioned to adjourn the meeting. Luke Erpelding seconded the motion. All in favor. Motion passes and meeting adjourned at 11:15 am.

YouTube link for the July 10, 2025, ISICSB Meeting: <https://youtu.be/QburQc-LIR4>