

Note: These minutes are a draft and are not to be considered official until approved at the next meeting.

	<p>Iowa 911 Communications Council Meeting Thursday, December 12th, 2024 9:30 – 10:15 AM Dallas County Human Services Campus 25747 N Avenue, Adel IA 50003</p>
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Call to Order

The meeting was called to order by Chair Rob Rotter at 9:30 AM and a quorum was determined from those present.

Roll Call

	Representative	Attendance
Iowa Association of Public Safety Communications Officers (APCO) Secretary	Cara Sorrells	Present
	Angie Dobyns	
Iowa Chapter of the National Emergency Number Association (NENA)	Chris Jasper	Present
	Shanna Krogmeier	
Iowa Geographic Information Council	Jeff Miller	Present
	Sarah Haberl	
Iowa State Sheriffs & Deputies Association (ISSDA)	Robert Rotter	Present
	Brad Shutts	
Iowa Peace Officers Association (IPO)	vacant	
	vacant	
Iowa Professional Firefighters (IAPFF)	Mike S. Bryant	Present
	Doug Neys	
Iowa Firefighters Association (IFA)	Eric Dau	Present
	Tom Berger	Present
Iowa Emergency Managers Association (IEMA)	Lynn Tazzioli	Present
	Chris Hare	Present
Iowa Department of Public Safety (IDPS)	Josh Duden	Present
	Robert Johannesen	
Iowa Emergency Medical Services Association (IEMSA)	Rob Dehnert	Present
	Paul Andorf	
Iowa Telephone Association <15,000	Adam Welp	Present
	Scott Havel	
Iowa Telephone Association >15,000	vacant	
	Wayne Johnson	
Cellular Providers	Steve Zimmer	Absent
	Bill Tortoriello	
PCS Providers	Joe Sargent	Absent
	vacant	
Auditor of the State, Ex-Officio member	John McCormally	Absent
Staff:		
Blake DeRouchey, 911 Program Manager		Present
Kayla Beckerdite, 911 Program Planner		Present

Guests also present in person or by teleconference:

Amanda Pyle, Story County 911
Terry McClannahan, Dallas County SO
Paige Klaaren, Iowa County 911
Stephanie DeVault, ICN
Eric Porter, ICN
Brad Button, Des Moines PD
Diane Sefrit, SCI Regional 911
Lynne Warren, Zetron
Haley Nichols, SWIC ISICSB
Hollie Davidson, ISICSB
Caitlan Reineke, Marshall County Comm
Nic Briseno, Story County SO
Patrick Kazeze, ICN
Rhonda Braudis, Marshall County Comm
Clayton County EMS Association
Tammy Rodriguez, Aureon
Daniel Stalder
Mark Van Hooser, Buena Vista County 911
Nick Brockman, Polk County SO
Chase Clark
Zachary Engstrom
Paul Guest, Zetron

Marie Carlson, Zetron
Dave Duncan
KCCI
Nichole Neumann, Sac County 911
Erin Froning, Clear Lake PD
Jeff Yates, WahlTek
Austen Seely, Dallas County EMA
Ryan Mulhall, ICN
Duane Vos, RACOM
Brenda Wright, Fayette County 911
Chief Udell Mentola, Westcom
Kevin Williams
Doug McCasland, Warren County 911
Ethan Kleitsch
Steven Holkesvik, IUB
911 Coordinator
Marilyn Stayner, Worth County 911
Howard County EMA
Ross Carpenter, IUB
Paul Clark
Doug Farrell, ICN
Diane Harris

Introductions

Chair Rob Rotter had welcomed everyone and a roll call was conducted by Secretary Cara Sorrells of the board members in attendance. A quorum was established, and the meeting continued.

Approve the Agenda

Chair Rob Rotter asked for a motion to approve the agenda as presented. Motion by Josh Duden to approve the agenda. Seconded by Chris Jasper. All ayes. Passed.

Approve the Minutes

Chair Rob Rotter asked for a motion to approve the previous meeting minutes. Motion by Chris Jasper to approve the minutes. Seconded by Adam Welp to approve the minutes of November 14th, 2024. All ayes. Passed.

State of Iowa Administrator Reports (Blake DeRouchey)

Program Manager Report

- PSAP Leadership Training – November 19 (28 Participants)
- Annual Legislative Report Submitted

- Budget 101 at 911 Council Meeting - January

Annual Forms – Due Jan 1

Service Board Membership (51 remain)

Audubon, Benton, Black Hawk, Boone, Buchanan, Butler, Carroll, Cherokee, Chickasaw, Clay, Clayton, Clinton, Crawford, Davis, Decatur, Des Moines, Emmet, Fremont, Greene, Grundy, Hancock, Hardin, Howard, Ida, Jefferson, Johnson, Jones, Keokuk, Kossuth, Lucas, Lyon, Mahaska, Marion, Mitchell, Montgomery, Osceola, Page, Palo Alto, Polk, Pottawattamie, Poweshiek, Ringgold, Sac, Scott, Sioux, Tama, SCI, Warren, Wayne, Webster, Winneshiek,

Expenditure Collection (65 remain)

Adair, Adams, Benton, Black Hawk, Boone, Bremer, Buchanan, Buena Vista, Butler, Carroll, Cherokee, Chickasaw, Clarke, Clay, Clayton, Clinton, Crawford, Decatur, Des Moines, Dubuque, Emmet, Floyd, Fremont, Greene, Grundy, Guthrie, Hancock, Howard, Ida, Jefferson, Johnson, Jones, Keokuk, Kossuth, Lee, Louisa, Madison, Mahaska, Pella PD, Mitchell, Montgomery, Osceola, Palo Alto, Polk Co SO, Des Moines PD, Westcom, Pottawattamie, Poweshiek, Ringgold, SECC, Sioux, Story Co SO, Ames PD, Tama, Taylor, Union, Van Buren, Warren, Washington, Wayne, Webster, Winneshiek, Wright, SCI, DPS



Blake began and advised that they did hold the PSAP Leadership training on November 19th at the State EOC and there were 28 participants in attendance. It was a good day of training.

The annual legislative report has been submitted that was due to the legislature by January 15th. It is also on their website, and the LSA website, if you are interested in reading it.

Next month at the meeting, for everyone's awareness, they are planning a 15-minute presentation with the Department of Management entitled Budget 101. It is one of the modules that they do as a part of the PSAP Leadership training. It is budget time and the thought was that this is a good time to bring it to this setting as well. It is especially relevant for those who are involved in doing your local 911 budgets. It would be a good one to watch live or go back and watch after the fact. It is expected to take no more than 15-20 minutes at the next 911 Council meeting.

The next slide was a long list of counties that still owe them various forms. These are due January 1st and 51 counties still owe them Service Board Membership forms. Additionally, 65 counties/PSAPs still owe them Expenditure Collection forms. As a reminder January 1st is the administrative deadline for the Expenditure Collection forms, and it gives them a chance to review what has been submitted. It also allows time for any back and forth that is needed to address necessary changes. The legal deadline is in March and if they have not received those forms by then they do have to withhold 911 surcharge. Please get the forms in as soon as you can.

The GIS grant(s) update was next on the agenda and all of the counties met the benchmarks in November. In October there was one county who did not, but all counties did in November.

2025 GIS Information

- Benchmarks 2025
 - **Upload Monthly**
 - 98% GIS
 - 98% ALI to Road Center Line
 - 0 Critical errors
 - Paid out at end of quarter

FY2025

- Q1 – 100%: \$321,000
- Q2
 - October – 98 Counties
 - November – 99 Counties

There were no training fund requests to consider for approval this month. DeRouchey did want to set the stage for next month and give a little bit of background information concerning the current statewide training that is available. This last fiscal year they did work with Zetron and Motivations to have an online learning management system available to all PSAPs and all telecommunicators in the state. The amount that they were able to fund gets us to February or March 2025. Then we will need to decide what to do with that moving forward. The pricing that might make the most sense for everyone and this fund would be an additional \$28,500 that would allow access to the online training portal through the end of calendar year 2025. Blake then presented the statistics below on the total number of PSAPs who signed up, users, courses enrolled, and courses completed. He was glad to see that so many courses were completed.

Current Travel/Public Ed/Training Fund

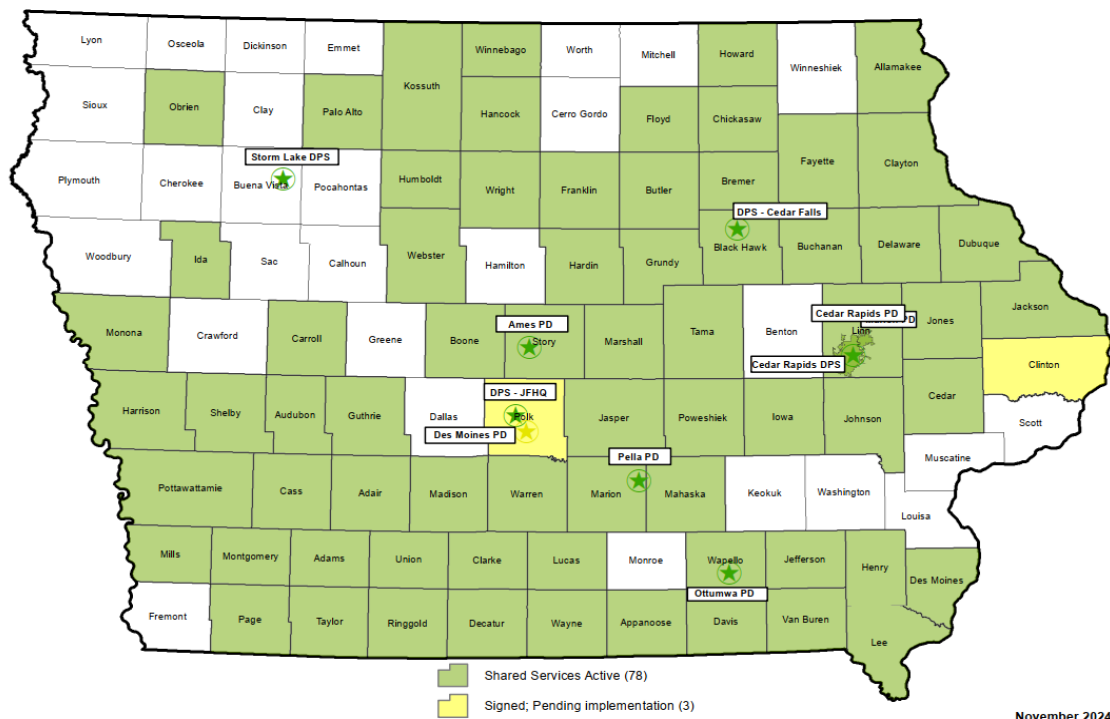
- **\$100,000 Annually (FY2025)**
- Amount Available: \$69,953.02
- Requested this month: \$0.00
 - Proposed for next month: Extension of Online Learning Management System – \$28,500 through December 31, 2025
 - 41 PSAPs Signed Up
 - 550 Total Users
 - 5,033 Courses enrolled
 - 2,044 Courses completed.

DeRouchey wanted to make sure that this topic was socialized and that everyone had a chance to think about it and provide any additional feedback. The plan is to have this on the agenda and make a decision at next month's meeting.

Zetron Shared Services Monthly Status Update – Lynne Warren

Program Updates

- Nothing to note, as we move into Holiday Freeze season.



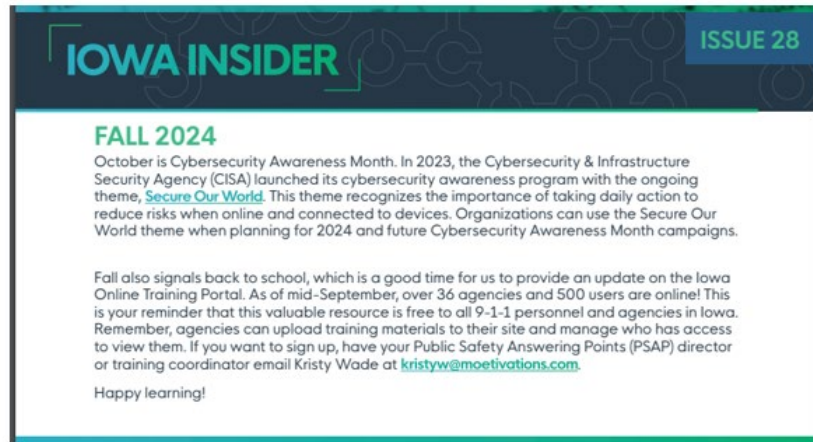
Online Training Portal

Virtual Learning Management System

- Online Portal is **Active** with 46 agencies with 561 users online!
 - Questions?** Want to join? Email Kristy Wade at kristyw@moetivations.com
- What is the Online Training Portal?
 - Unlimited** online training for state-wide telecommunicators, supervisors and management teams
 - Free** to all PSAPs - You do not need to be on Iowa Shared Services
 - Each PSAP is provided a dedicated service admin, to assist in administering its own training portal, class availability, learning path, reports, etc.
 - Choose from **800+** courses, add your own material, and upload vendor training recordings.
- MAX Call Taking training slides have been loaded for all Shared Services PSAPs. This training can be used for new hires or training refresher courses.
 - Reminder: PSAPs and other CPE vendors can load their own training by contacting Kristy Wade.

Lynn wanted to let all the shared services PSAPs know that they have loaded the MAX Call Taking training course into the online training and you all should have been contacted by Kristy Wade. She is getting everyone set up so that you can use these training materials for new hires or for training refresher courses for existing staff. Also, a reminder for PSAPs, that they can have their other CPE vendors (for those not on shared services) contact Kristy and load their training for them as well. It is available for all training materials.

Iowa Insider Newsletter



- Email lynne.warren@Zetron.com with your contact information to subscribe.

Questions?

New website: <https://homelandsecurity.iowa.gov/programs/911-program/>

Training Funds Request

There were no training requests, but there is discussion of the extension of the online learning management system through December 31st, 2025. Mike Bryant asked DeRouchey if we are okay to pay out of this fiscal year for something that goes into the next fiscal year, like through December 2025. Bryant also asked if we could split it as a consideration of possible future training requests for this fiscal year, so as not to short anyone. DeRouchey said it could be paid as part of an existing contract and the second point is valid and a conversation that could be had. There are just under \$70,000 remaining in the training fund for this fiscal year. That would

take it down to about \$41,000 remaining for the last six months. The only obligation so far for those six months is the APCO/NENA Spring Conference allowance.

Brenda Wright offered a comment in the chat that they utilize the online training and that there are so many different training topics available. Chris Hare asked about the plan moving forward for next year and if it would be kept online by the state or go back on the individual PSAPs. It is up to the individual PSAPs if they want to participate and this is where they found the training funds to do it. Derouchey stated at some point it would be nice to make a long-term decision on funding it in perpetuity. He also added that there have been years when the \$100,000 hasn't been used and they have looked at doing various statewide initiatives. They have done text to 911 public education campaigns and the children's activity book for 911. It is somewhat of a regular occurrence where they kind of do a statewide initiative for the benefit of local PSAPs to utilize the funding.

Nic Briseno asked if, in light of the conversation, it would make more sense to fund it out through the end of the fiscal year and put it in as a line item for budgetary consideration for the next fiscal year. DeRouchey said he does have that pricing available as well from Zetron.

Technical Advisory

None.

Iowa State Interoperable Communications System Board Update (Haley Nichols)

SWIC Haley Nichols was attending virtually and reported that the EFOG beta test was finalized. If you have not heard the EFOG is available on a downloadable application for your cellular device or tablet. If you need information on how to get that, please contact SWIC Nichols.

At this time, SWIC Nichols audio became unclear and she was having issues with the communication through the hotel she was at. Chair Rotter moved on and she was going to try to call back in.

Chris Maiers CISA Update

Chris Maiers was not available and SWIC Nichols was also doing that presentation. She was ultimately not able to get back into the meeting and the report will have to wait until next month's meeting.

34A Update

None.

Baseline Knowledge for 911 Communications

None.

Legislative Issues

None.

Information Sharing

Chris Jasper reported that the award nomination information for Iowa APCO and Iowa NENA Spring Conference banquet is out. It is posted on the website and as a reminder it is for events or things that transpired from January 1st, 2024, through December 31st, 2024. We have the Telecommunicator of the Year, Team Telecommunicator of the Year, CTO, Leader/Supervisor, and Technology Innovator of the Year. The nominations are due back by the end of January and the awards will be given out and celebrated at our awards dinner during the Spring Conference on April 28th.

New Business

None.

Old Business

None.

Travel Requests

None.

Business from the Floor or Virtually / 911 Issues at the PSAPs

None.

Next meeting date will be January 9th, 2025, at 9:30 AM at the Dallas County Human Services Campus 25747 N Ave., Adel.

Chair Rob Rotter asked for a motion to adjourn the meeting. Motion made by Cara Sorrells. Seconded by Lynn Tazzioli.

Meeting adjourned at 9:49 AM.

Cara Sorrells, Secretary