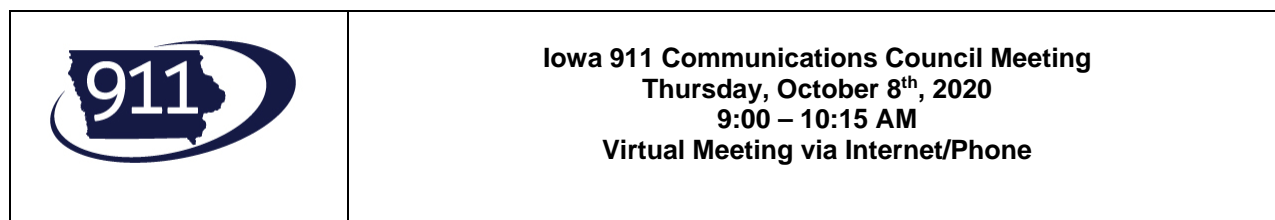


Note: These minutes are a draft and are not to be considered official until approved at the next meeting.



Call to Order

The meeting was called to order by Chair Rob Rotter at 9:00 A.M. and a quorum was determined from the roll call.

Roll Call

		Representative	Attendance
Iowa Association of Public Safety Communications Officers (APCO) Secretary		Cara Sorrells	Present
	alternate	Angie Dobyns	
Iowa Chapter of the National Emergency Number Association (NENA)		Tracey Bearden	Present
	alternate	Kirk Hundertmark	Present
Iowa Geographic Information Council		Lawrence Hartpence	Present
	alternate	vacant	
Iowa State Sheriffs & Deputies Association (ISSDA)		Robert Rotter	Present
	alternate	Dean Kruger	
Iowa Peace Officers Association (IPO)		George Griffith	Present
	alternate	vacant	
Iowa Professional Firefighters (IAPFF)		Mike S. Bryant	Present
	alternate	Doug Neys	
Iowa Firefighters Association (IFA)		Mark Murphy	Present
	alternate	Tom Berger	
Iowa Emergency Managers Association (IEMA)		Jeff Anderson	Present
	alternate	Mindy Benson	
Iowa Department of Public Safety (IDPS)		Robert Johannesen	
	alternate	Ken Roberts	Present
Iowa Emergency Medical Services Association (IEMSA)		Rob Dehnert	Present
	alternate	Paul Andorf	
Iowa Telephone Association <15,000		Jack DeAngelo	Excused
	alternate	Pat Snyder	
Iowa Telephone Association >15,000		Taylor Tippell	Absent
	alternate	Wayne Johnson	
Cellular Providers		Steve Zimmer	Absent
	alternate	Bill Tortoriello	
PCS Providers		Joe Sargent	Absent
	alternate	vacant	
Auditor of the State, Ex-Officio member		John McCormally	Absent
Staff:			
Blake DeRouchey, 911 Program Manager			Present

Guests also present by teleconference:

Hollie Davidson, ISICSB
Brad Button, Des Moines PD
Allie Bright, 911 Program Planner
Bill Burnett, Comtech
Cheryl Eklofe, Mahaska County SO
Stacen Gross, GeoComm
Mark Van Hooser, Buena Vista County 911
Tammy Rodriguez, ICN
Thomas Millikin, Ottumwa PD
Amanda Pyle, Story County 911
Michelle Kingrey, Marion County SO
Curtis Pion, Polk County SO
Brenda Bennett, Wapello County 911
Haley Nichols, ILEA
Josh Sinnott, Davis County SO
Ollie Galam, NGA 911
Nic Briseno, Story County SO
Lynne Warren, Zetron
Ben Symonds, Johnson County Amb
Sarah McClure, Ames PD
Mindy Benson, Tama County EMA
Kenneth Weber

Chris Maiers, ISICSB SWIC
Brent Long, Polk County SO
John Drury, CenturyLink
Jon Osborne, CenturyLink
Diane Sefrit, SCI 911
Doug McCasland, Warren County 911
Jeff Bernatz, Chickasaw County EMA
Darin Riney, Westcom
Paul Trewin, CentralSquare
Jennifer Ackerman, Winnebago County
Cherese Sexe, Humboldt County 911
Mandy Bieber, Linn County SO
Don Pool, Van Buren County EMA
Paige Baetsle, Iowa County 911
Christin Mechler, LSA
Duane Vos, RACOM
Mike Lauer, ICN
Trisha Quijano, IUB
Abby Magtoto, Hamilton NG911
Deanne Popp, Iowa DOT
Teri Dorsey

Introductions

Chair Rob Rotter welcomed everyone. 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 Mark Murphy to approve the agenda. Seconded by Rob Dehnert. All ayes. Passed.

Approve the Minutes

Chair Rob Rotter asked for a motion to approve the previous meeting minutes. Motion by Jeff Anderson to approve the minutes. Seconded by George Griffith to approve the minutes of September 10th, 2020. All ayes. Passed.

State of Iowa Administrator Reports (Blake DeRouchey & Allie Bright)

Program Manager Report

- Wireline Migration
 - 24 PSAP Migrations complete
 - Telco ALI records not provisioned → NRF → Default routing
 - ICA/Telco Meeting, 100+ Participants
 - 100,000+ records added since last month
 - Migrations being scheduled and conducted (three week pause)
 - Regional Default routing by Selective Router conversations ongoing

- Shared Services
 - Dual Connectivity (ICN and FirstNet)
 - First turn-up changed to end of October (additional delays)
 - Ensures connectivity between remotes and host
 - Some deployments are interconnected with the Wireline Migration
- Reminder of forms: PSAP Update, PSAP Expenditure Collection, Service Board Membership

2021 GIS Information

Benchmarks 2021

- Upload within 6-month period
- 98% GIS
- 98% ALI to Road Center Line
- FY2021: 31 Counties
 - \$216,000
 - FY2020: 26 Counties
- September: 12 Counties
 - \$96,000

Current Travel/Public Ed/Training Fund

- **100,000 Annually (FY2021)**
- Expended: \$0.00
- Approved: \$12,100
- Requested:
- Remaining : \$87,900

911 Strategic Plan

CY 2021-2025



Background

- In 2019 the 911 Program requested the National 911 Office conduct their Peer Assessment Program
- The assessment evaluated 83 guidelines, and awarded one of four categories as a rating: Does Not Meet, Minimum Criteria, Advanced Criteria, and Superior Criteria
- The Strategic Plan will look at guidelines where Iowa fell into the 'Does Not Meet' or 'Minimum Criteria' category
- The Strategic Plan will cover calendar years 2021-2025

What the Strategic Plan Is

- Roadmap for the 911 Program to use to focus time and resource on over the next 5 years.
- Which allows the 911 Program to create content, documents, working groups, surveys, etc. to meet specific benchmarks or goals.
- Provides guidance or materials to assist the 911 Program to meet or exceed guidelines.

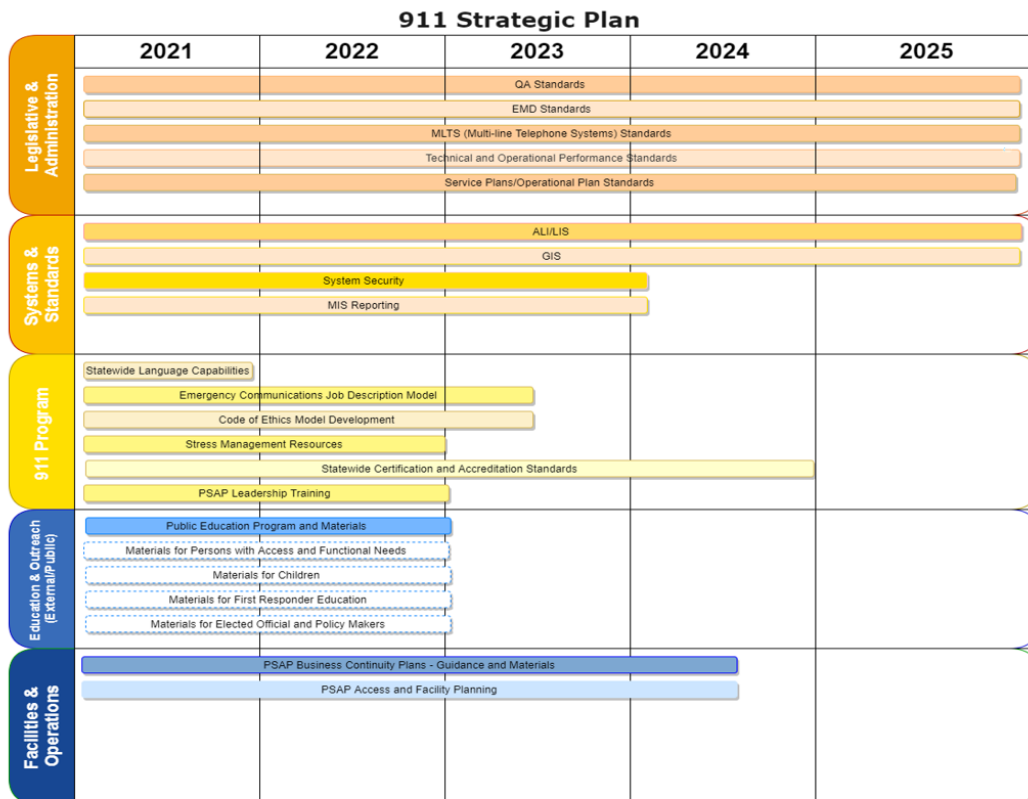
What the Strategic Plan is Not

- . A mandate to PSAPs or an immediate change in code or regulation.
- . A plan to be adopted by individual PSAPs. Although if a PSAP wishes to adopt elements into their own Strategic Plan they can do so.

Strategic Plan Outline

The Strategic Plan looked at the guidelines that fell into 'Does Not Meet' or 'Minimum Criteria' and created five categories to focus on.

- Legislative & Administrative
- Systems & Security
- 911 Program
- Education & Outreach (External/Public)
- Facilities and Operations



What's Next

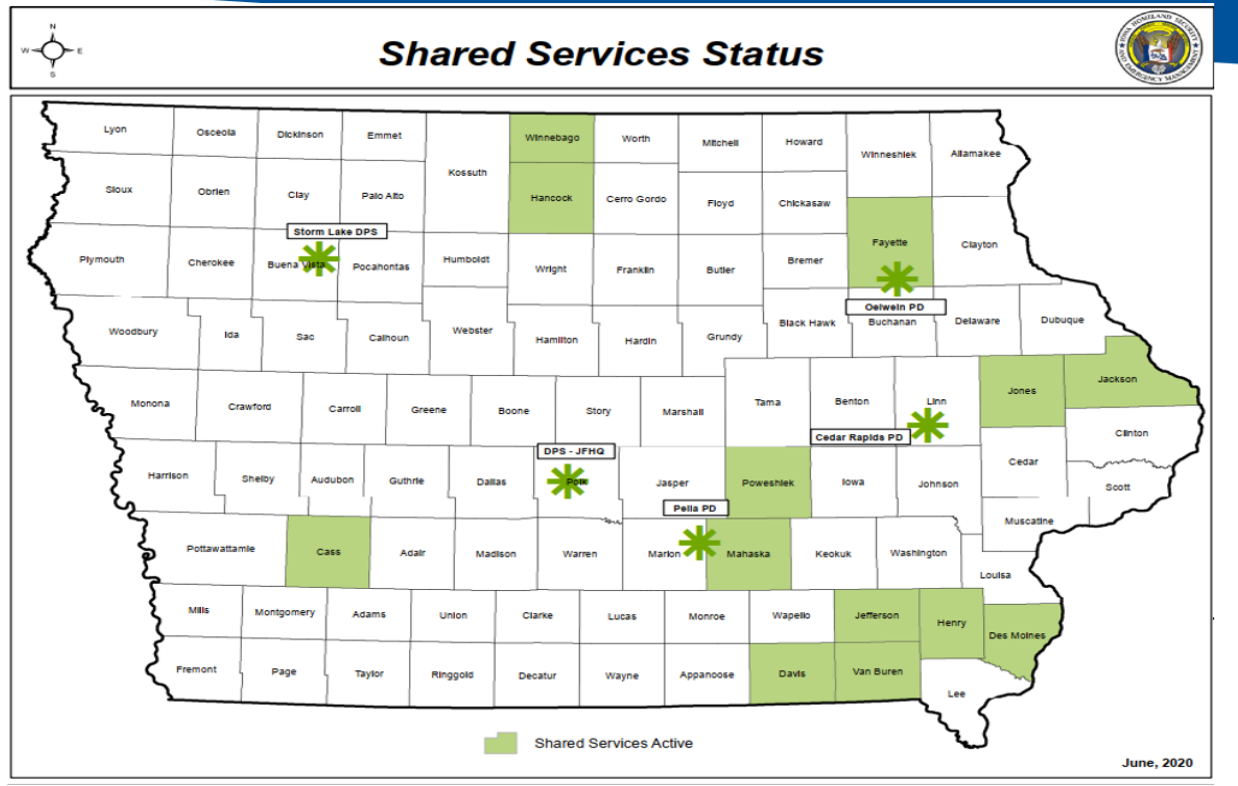
- Posted on website once draft is finalized. Comment period through December 1.
- Final Plan published Jan 2021
- Working groups will be formed on each of the 5 categories, or on a subset of each category that will include subject matter experts.
- Work groups will meet on a regular basis to work on goals and benchmarks for each topic.
- Deliverables will be identified and timelines established.

Tracey Bearden encouraged everyone to take a look at the strategic plan and make their comments known in the 45 day comment period and after that moving forward in the strategic working groups. Blake advised the final draft would be published to the website within the next week or two and then there will be a comment period through December 1st. That will give them about a month to review the comments and make any changes. Then work will begin on the Strategic Plan beginning in January.

State of Iowa Project Update(s)

Zetron/Shared Services – Lynne Warren, Zetron

- **Iowa Co MAX Call Taking live Sept 30.**
- **Shelby Co MAX Call Taking scheduled to go live Nov 4 with MAX CAD, Mobile CAD and EMD after.**
- **DESCOM MAX CAD and EMD scheduled to go live in October.**
- **Humboldt Co MAX Call Taking scheduled to go live Nov 18.**
- **Marion Co MAX Call Taking scheduled to go live Dec 9.**
- **Des Moines DPS, Storm Lake DPS and Cedar Rapids DPS all migrated to Comtech state-wide ALI and wireline services.**
- **Jones Co scheduled to migrate to Comtech state-wide ALI and wireline services on Oct 14.**
- **Issue 3 of monthly newsletter *Iowa Insider* published.**



Training Funds Request

None.

Technical Advisory

None.

SWIC Chris Maiers gave the following update

- We are still supporting two communities with STR trailer deployments.
- Update on the TA requests from ICTAP. Discussions continue and one has been delivered.
 - *Standard Operating Procedures (SOP) / Communications Plan Review and Development* was held as a two part webinar on Sept 15th and 16th. We had 17 total attendees.
 - *Encryption Planning and Usage for Technical Staff* was held virtually on September 30th. We had 25 attendees.
- PSAP Training –
 - ISICS Regional Training and FirstNet Outreach for RIC 1 was held September 29th in Boone at the Ericson Public Library. We are looking at doing another round of Regional training.
 - Still offering one-on-one PSAP training for the interoperability talkgroups and StatusBoard, and we have been able to do this virtually. Let me know if you want a session.
- ISICS applications approved last month:
 - Blakesburg Fire & Rescue – Level 2

- O'Brien County EMA – Level 1
- Pottawattamie County – Level 2
- ISICS application up for approval today:
 - Howard County EMA – Level 1
 - Mower County, MN – Level 1
 - Lee Comm (update) – Level 4
- A new standard is up for approval today regarding audible alert tones on the interop talk groups.
- StatusBoard Update—Agencies can still sign up for StatusBoard.
 - PSAPs, key administrative personnel, and emergency management are desired users.

Jim Lundsted Update

None.

34A Update

Bearden reported that previously she had stated they were going to work on the groups to help draft the strategic plan. There has been a change on that. Now as soon as the comment period ends and they finalize the Strategic Plan, those work groups will be developed. She encouraged those interested to start working on it as soon as the plan is published. Bearden then gave a NENA report.

NENA update for the 9-1-1 Council Meeting:

Nominations for Officers are due by October 9, 2020. Nomination form was emailed to the membership. Nominations will be announced on October 20, 2020.

9-1-1 Goes to Des Moines - March 9, 2021 - This will be monitored with the pandemic as to it happening and social distancing requirements.

Spring Conference is March 15 (APCO March 16) at Prairie Meadows - we continue to work through social distancing requirements with the venue.

Baseline Knowledge for 911 Communications

None. Jamey Robinson will present the report at the November meeting.

Legislative Issues

None.

Unfinished Business

None.

New Business

None.

Travel Requests

None.

Business from the Floor / 911 Issues at the PSAPs

None.

Next meeting date will be November 12th, 2020 at 9:00 AM tentatively if in person at the Des Moines Parks and Recreation Board Room 1551 East Martin Luther King, Jr. Parkway Des Moines.

Chair Rotter asked for a motion to adjourn the meeting. Motion made by Mark Murphy. Seconded by Tracy Bearden.

Meeting adjourned at 9:31 A.M.

Cara Sorrells, Secretary