Call to Order
The meeting was called to order by Chair Rob Rotter at 9:00 A.M. and a quorum was determined from those present.

Roll Call
Representative Attendance
Iowa Association of Public Safety Communications Officers (APCO) Secretary Cara Sorrells Excused
alternate Angie Dobyns Present
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
vacant
Iowa Professional Firefighters (IAPFF) Mike S. Bryant Present
alternate Doug Neys
Iowa Firefighters Association (IFA) Mark Murphy Absent
alternate Tom Berger Present
Iowa Emergency Managers Association (IEMA) Jeff Anderson Present
alternate Mindy Benson Present
Iowa Department of Public Safety (IDPS) Richard Pierce Present
alternate Robert Johannesen 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 Teepell 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
Allie Bright, 911 Program Planner Present
Guests also present in person or by teleconference:

- Chris Maiers, ISICS SWIC
- James Stromberg, CISA
- Lynne Warren, Zetron
- Stephen Rodriguez, ICN
- Hollie Davidson, ISICS B
- Marie Carlson, RACOM
- Bill Burnett, Comtech
- Chris Jasper, Muscom
- Haley Nichols, ILEA
- Heath Hove, Iowa DPS
- Darin Riney, Westcom
- Bobbie Wells, Sac County 911
- Heath Hove, Iowa DPS
- Chris Jasper, Muscom
- Lynne Warren, Zetron
- James Stromberg, CISA
- Stephen Rodriguez, ICN
- Hollie Davidson, ISICS B
- Marie Carlson, RACOM
- Bill Burnett, Comtech
- Chris Jasper, Muscom
- Haley Nichols, ILEA
- Heath Hove, Iowa DPS
- Darin Riney, Westcom
- Bobbie Wells, Sac County 911

Introductions

Chair Rob Rotter welcomed everyone. A roll call was conducted by Angie Dobyns 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 George Griffith 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 Tracey Bearden to approve the minutes. Seconded by Rob Dehnert to approve the minutes of October 14th, 2021. All ayes. Passed.

State of Iowa Administrator Reports (Blake DeRouchey)

Program Manager Report

- Program Financials
- NASNA FCC filing to request:
  - Determine Demarc of Cost responsibility for service providers
  - NG911 Registry by phase for service providers
  - Suggested NG911 phases for the registry
• ESlnet is ready to receive 911 calls via a Legacy Network Gateway
• ESlnet is ready to receive 911 calls in SIP format
• ESlnet is ready to receive calls in NG911 format

• Update on NG911 Grants
  • 15B down to $500M – Build Back Better
  • $300M down to ~11.8M
  • 911 Leadership Training

Lawrence Hartpence asked DeRouchey if the decrease in the Build Back Better grants affected any plans that he had or if there were things that would not be done now. DeRouchey advised that it does, and he was starting to build a wish list. Some of the things are still doable, but one thing he had in mind was offering sub-grants to local PSAPs. If they were to offer even $100,000 to each PSAP that 11.8M is gone. Then they have done nothing with cybersecurity, redundancy, and network improvements. He would like to offer sub-grants, but they will have to wait and see and there are still network enhancements that need to get done as well. It makes an impact on what they can buy. Hartpence then asked if cybersecurity and network enhancements would not happen without these grants. DeRouchey stated that they would still be a priority for them.

• Shared Space – Allie Bright

One of the things that came out of the Strategic Planning workgroups was a need for a shared space, where people can go and share content and information across PSAPs. There are often inquiries about job descriptions and HR things. They created a google site where they will give permissions to all the PSAP points of contacts first. From there they can request access or give other emails to give access to the site as well. It is access controlled by email, and they will grant access to the subfolders and the site itself. From there you can download and upload content to share or use as needed on a bunch of different topics. There is Human Resources, Training and Exercises, Public Outreach and Communications, Facilities/Operations and Plans, and two additional unique Iowa 911 Program Resources and National Resources as well.

This week you will start seeing emails on the shared space, the initial email will include a recorded video walking you through the site, how to navigate and how to upload/download to the site. She is also creating a one-page guide that will contain the same information. From there you will get access to the google folders and you will see a lot of emails from the google site. After you get permission to the folders, you will get access to the shared site. There is a little bit more explanation in the instructions that she will be sending out. They are hoping to continue to build the site and welcome suggestions for new categories and things to add. One example of information available are the call counts on the Iowa 911 Program resource page.

• Access controlled by email address.
• Download and upload content to share.
• Additional state and national resources posted.
Pottawattamie County is very close, and they are hoping to get that one migrated by the end of the calendar year. A reminder on the other six counties listed there as incomplete, some of their traffic is going over the ESInet. However, some of their telcos are direct trunked into their PSAP so it is not 100%. That is tied into the cost recovery discussion as far as who pays for what to move it. More discussions to come and kind of a holding pattern right now for those six remaining.
2022 GIS Information

- Benchmarks 2022
  - Upload within 6-month period
  - 98% GIS
  - 98% ALI to Road Center Line
  - 0 Critical errors
  - December/January load data for Test GeoMSAG

FY2022:
- October: 13 Counties
  - $78,000
- Period 1: 60 Counties
  - $396,000

Current Travel/Public Ed/Training Fund

- **100,000 Annually (FY2022)**
- Expended: $1,569.96
- Approved: $79,772.50
-Requested: $3,000 – Shelby County; NENA Tactical Dispatcher Course
- Remaining if approved: $76,552.54

Zetron/Shared Services – Lynne Warren, Zetron

Program Updates

- Black Hawk Call Taking live Oct 27 with Zetron MAX PBX.
- Hardin Co live Nov 3.
- Story Co will be live Nov 10.
- Johnson Co will be live Dec 8.
- Signed on since last month:
  - Ringgold Co
  - Adair Co
  - Chickasaw Co
  - Madison Co
  - Cedar Co
  - Adams Co
  - Taylor Co
  - Union Co
  - Guthrie Co
The yellow counties are signed up, and the green ones are live.
Questions?

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

Training Funds Request

Jordon Sanders from Shelby County Emergency Management spoke on submitting a training funds application for $3,000 for a NENA Tactical Dispatcher course scheduled to be held November 22nd, 2021. The total cost of the course is roughly $4,500 but they are asking for $3,000. The maximum course participants are 35, they currently have 22 signed up and would like to get 30 total. Motion by Tracey Bearden to approve the training fund request. Seconded by Robby Johannesen. All ayes. Passed.

Technical Advisory

None.

SWIC Chris Maiers gave the following update

- A big thank you once again to John Benson, Blake DeRouchey, Jon Paoli, Allie Bright and HSEMD for letting us host the meeting here.
- 4.9 GHz Update:
  - The FCC is once again looking to propose new rules on 4.9 GHz following the pullback of last year’s changes. We have approximately 55 licenses for 4.9 GHz in Iowa for what appear to be point-to-point backhaul. We may have an opportunity to co-sign some comments with a few other states. I will let you know how all this transpires.
- Information Sharing Framework Project Update
  - Blake and I have met with Rob and CISA and have identified an area of the state that has been asked to participate. Stakeholders were notified, and I think we’ll have near 100% opt-in for this project. We’re very optimistic on what this project will bring to the State of Iowa and will keep the Council posted.
- ISICS Update
  - Routine preventative maintenance is nearly complete for CY2021. Again, I would encourage everyone to check their email to see if they are getting an email from Scott Richardson regarding any maintenance in their area. Also please make sure we have your contact information.

Again, if a site will have to be taken offline for maintenance, that will also be
posted in StatusBoard under the Site Status tab. To sort them so that the sites that are undergoing maintenance are listed at the top, you will need to click on the column name twice.

- **StatusBoard Update.**
  - We are nearly ready to start the update process for StatusBoard. There is a final item with the MOA to address, and once that is complete, we will start working on our updates.

- **TICP/FOG/eFOG**
  - A rough draft is being developed. Hopefully we’ll have something to show relatively soon.

- The West STR deployment in Clinton is still on-going and is steady state. Once Clinton is finished with their recovery efforts, the West STR will be demobilized.

- The Central STR has been deployed to Hancock County to assist them with some paging during an update of their communication center.

- **ISICS Regional Training –**
  - As the weather gets nicer in CY2022, we will be looking to get things rolling with Regional Training.
  - Still offering one-on-one PSAP and agency-based training for the interoperability talkgroups and StatusBoard, and we have been able to do this in-person and virtually. Let me know if you want a session or two.
  - There is no cost to the agency for this training.

- **ISICS applications up for approval today include the Department of Veteran Affairs Iowa Health Care System for Level 2, the Federal Department of Homeland Security their investigations unit for Level 2, the Iowa Association of Electrical Cooperatives Level 2, Scott Emergency Communications Center Level 2, Southwest Iowa Rural Electrical Cooperative Level 2, US Fish and Wildlife Service Level 1, and the Warren County Sheriff’s Office is updating their Level 4 access.**

- **Statewide Pursuit Standard 1.4.0 was approved last month at the Board meeting and is posted on the website now**

- **Meeting today in person at State EOC, and they continue to evaluate meeting in person each month, on a month-to-month basis**

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**James Stromberg Update**

James Stromberg reported that the CISA Emergency Communications Coordinator position held by Jim Lundsted, and he is temporarily filling, has been officially published at the usajobs.gov website. That position will be open from November 3rd – 17th, 2021. The next National Emergency Communications Plan webinar is titled State Flexible and Adaptable Planning for Emergency Communications Continuity. It is scheduled for December 9th at noon central time and for more information go to cisa.gov/necp-webinars. The National Field Operations Guide 2.0 has been released. The PDF version can be found on the CISA website by googling CISA and IPOD. The electronic version available in Apple and Android stores is still pending its updates and the hard copies to the SWICs is also pending. The bi-annual SAFECOM NCSWIC conference scheduled for December 13th has been cancelled and it does not appear that there
will be a virtual option. Finally, November is Infrastructure Security month and CISA is going to be emphasizing the importance of the security of our nation’s critical infrastructure which, of course, includes public safety communications.

To contact James his email is james.stromberg@cisa.dhs.gov or his phone is 202-731-6350.

**Baseline Knowledge for 911 Communications**

None.

**34A Update**

None.

**Legislative Issues**

None.

**Information Sharing**

None. Chair Rotter did advise that moving forward the meetings can be held virtually in the event of bad weather. He would touch base with Blake and let council members know 24 hours in advance if the meeting would be changed to a virtual platform only or must be cancelled. It is a statewide meeting so the weather would depend on an assessment of the entire state. Council members should watch their emails in the event of adverse weather.

**Unfinished Business**

The workflow and notification of cellular carriers of routing changes remains under unfinished business. Chair Rotter asked if there was anything new to report. Lawrence Hartpence advised he didn’t know of anything new, and his impression from the last discussion was that no one was wanting to take this on. His assumption was that it was the individual PSAPs responsibility to know who to call and keep track of the numbers themselves. Blake DeRouchey was absent from last month’s discussion but has gone over it with Allie. He reported that for Verizon (which uses Comtech) and Sprint/T-Mobile (who does it internally) it seems there is a fairly static person or email that helps manage those routing plans. For US Cellular and AT&T, which uses Intrado, that is very much a moving target. They get tower routing sheets that come to the office about ten times a week and it is often different people within Intrado. To keep track of one person for those carriers is a little bit more of a challenge. They are working on a document that they can put in the shared site that can at least reference some of that contact information in case there are wireless routing plan changes. They will try to keep that as up to date as possible. Rob Dehnert advised that VOIP providers, particularly Bandwidth, should be included.

**New Business**
Robby Johannesen with Iowa DPS advised that Rapid SOS will have a training at Post 11 Cedar Rapids State Radio on Thursday November 18th from 9:30 – 12:00. It will also be an information sharing meeting as well, with the intent that Eastern Iowa agencies bring a list of their specialized units or different resources that they can use or they will share with neighboring agencies such as lists for emergency contacts for railroads, etc. Rapid SOS has been a phenomenal resource for those who have it.

**Travel Requests**

None.

**Business from the Floor / 911 Issues at the PSAPs**

None.

Next meeting date will be December 9th, 2021, at 9:00 AM at the State Emergency Operations Center, JFHQ 6100 NW 78th Ave., Johnston.

Chair Rob Rotter asked for a motion to adjourn the meeting. Motion made by Lawrence Hartpence. Seconded by Jeff Anderson.

Meeting adjourned at 9:36 A.M.

Cara Sorrells, Secretary