Call to Order
The meeting was called to order by Vice Chair Rob Dehnert at 9:02 A.M. and a quorum was determined from those present.

<table>
<thead>
<tr>
<th>Roll Call</th>
<th>Representative</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Iowa Association of Public Safety Communications Officers (APCO) Secretary</td>
<td>Cara Sorrells</td>
<td>Present</td>
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<td></td>
<td>Angie Dobyns</td>
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<tr>
<td>Iowa Chapter of the National Emergency Number Association (NENA)</td>
<td>Jason Hoffman</td>
<td>Present</td>
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<td></td>
<td>Kirk Hundertmark</td>
<td>Present</td>
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<tr>
<td>Iowa Geographic Information Council</td>
<td>Lawrence Hartpence</td>
<td>Present</td>
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<td></td>
<td>vacant</td>
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<tr>
<td>Iowa State Sheriffs &amp; Deputies Association (ISSDA)</td>
<td>Robert Rotter</td>
<td>Excused</td>
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<td></td>
<td>Dean Kruger</td>
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<tr>
<td>Iowa Peace Officers Association (IPO)</td>
<td>George Griffith</td>
<td>Present</td>
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<td></td>
<td>vacant</td>
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<tr>
<td>Iowa Professional Firefighters (IAPFF)</td>
<td>Mike S. Bryant</td>
<td>Present</td>
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<td></td>
<td>Doug Neys</td>
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<tr>
<td>Iowa Firefighters Association (IFA)</td>
<td>Mark Murphy</td>
<td>Present</td>
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<td></td>
<td>Tom Berger</td>
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<td>Iowa Emergency Managers Association (IEMA)</td>
<td>Jeff Anderson</td>
<td>Present</td>
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<td></td>
<td>Mindy Benson</td>
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<td>Iowa Department of Public Safety (IDPS)</td>
<td>Richard Pierce</td>
<td>Present</td>
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<td></td>
<td>Robert Johannesen</td>
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<tr>
<td>Iowa Emergency Medical Services Association (IEMSA)</td>
<td>Rob Dehnert</td>
<td>Present</td>
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<td></td>
<td>Paul Andorf</td>
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<tr>
<td>Iowa Telephone Association &lt;15,000</td>
<td>Jack DeAngelo</td>
<td>Present</td>
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<td></td>
<td>Pat Snyder</td>
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<tr>
<td>Iowa Telephone Association &gt;15,000</td>
<td>Taylor Teepell</td>
<td>Absent</td>
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<td></td>
<td>Wayne Johnson</td>
<td></td>
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<tr>
<td>Cellular Providers</td>
<td>Steve Zimmer</td>
<td>Absent</td>
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<tr>
<td></td>
<td>Bill Tortoriello</td>
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<tr>
<td>PCS Providers</td>
<td>Joe Sargent</td>
<td>Absent</td>
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<tr>
<td></td>
<td>vacant</td>
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<tr>
<td>Auditor of the State, Ex-Officio member</td>
<td>John McCormally</td>
<td>Absent</td>
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</tbody>
</table>

Staff:
Blake DeRouchey, 911 Program Manager                                      | Present    |
Allie Bright, 911 Program Planner                                         | Present    |
Guests also present in person or by teleconference:

Chris Maiers, ISICSB SWIC
James Stromberg, CISA
Lynne Warren, Zetron
Ryan Mulhall, ICN
Hollie Davidson, ISICSB
Marie Carlson, RACOM
Bill Burnett, Comtech
Erin Froning, Cerro Gordo County
Cherese Sexe, Humboldt County EMA/911
Cheryl Eklofe, Mahaska County EMA/911
Mark Van Hooser, Buena Vista County 911
Amanda Pyle, Story County 911
Ken Weber
Mike Hardy, Zetron
Doug McCasland, Warren County 911
Anna Voss, ILEA
Amanda Bieber, Linn County SO
Terry McClannahan, Dallas County SO
Eric Dau, Clinton Co Comm
Jared Byrne, AT&T
Mary T. Buley
Nick Brockman, Polk County SO
Samantha Rumph

Brenda Vande Voorde, Fayette County 911
Donald Pool, Van Buren County EMA
Rhonda Braudis, Marshall Co Comm
Jordon Sanders, Shelby County EMA/911
Stacen Gross, GeoComm
Chad Gappa, Motorola
Sarah McClure, Ames PD
Haley Nichols, ILEA
Trisha Quijano, IUB
Brad Button, Des Moines PD
Duane Vos, RACOM
Diane Sefrit, SCI Regional 911
Chris Jasper, Muscom
Tracey Bearden, Polk Co 911
Tom Holladay, RACOM
Tammy Rodriguez, ICN
Stephen Rodriguez, ICN
Darin Riney, Westcom
Greg Brooks
Mary Phillips
Mike St. Clair
Paul Guest, Zetron

Introductions

Vice Chair Rob Dehnert 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

Vice Chair Rob Dehnert asked for a motion to approve the agenda as presented. Motion by Mark Murphy to approve the agenda. Seconded by Jeff Anderson. All ayes. Passed.

Approve the Minutes

Vice Chair Rob Dehnert asked for a motion to approve the previous meeting minutes. Motion by George Griffith to approve the minutes. Seconded by Mark Murphy to approve the minutes of December 9th, 2021. All ayes. Passed.

Election of Officers

Vice Chair Rob Dehnert announced that the standing officers are still willing to serve and asked if there were any other interested parties for the positions of Chair, Vice Chair, or Secretary. Motion by Mark Murphy to nominate Rob Rotter for the position of Chair. Seconded by Jason Hoffman. Motion by Jeff Anderson that nominations cease. Seconded by George Griffith. All ayes. Passed.
Motion by Jason Hoffman to nominate Rob Dehnert for the position of Vice Chair. Seconded by Mark Murphy. Motion by Jason Hoffman that nominations cease, and a unanimous ballot be cast. Seconded by Jeff Anderson. All ayes. Passed. Rob Dehnert abstains.

Motion by Jason Hoffman to nominate Cara Sorrells for the position of Secretary. Seconded by Mark Murphy. Motion by Jason Hoffman that nominations cease, and a unanimous ballot be cast. Seconded by Lawrence Hartpence. All ayes. Passed. Cara Sorrells abstains.

**State of Iowa Administrator Reports (Blake DeRouchey)**

Program Manager Report

- FCC’s Fee Diversion Report – Iowa Diversion Free
- FCC PS Docket 21-479 – NASNA Request for Rulemaking
  - Cost Recovery
  - NG911 Demarc
  - NG911 readiness registry
  - Submitting formal comments along with other State’s
- Wireline Migration
  - No Update
  - Completed other than the 5 PSAPs remain only partially connected
DeRouchey updated those in attendance on what has been a five-year project or so, and that is connecting ESInets with other states. They started with Minnesota and he suspects that Nebraska will follow shortly after. This will basically link 911 systems and allow counties and PSAPs along the borders to seamlessly transfer 911 calls just like you do within the state today. You would be able to program a star code and instead of sending it to a ten-digit number, where you lose ANI/ALI, you would be able to maintain that information. They have been working with the National 911 Office, surrounding states, and the vendor community. They are close, within months, of being able to turn that up.
Surcharge Fund Balances from 911 Service Board Certified Budgets

FY 2020 911 Service Board Surcharge Fund Ending Balance

Note: The South Central Iowa Regional Board of Adams, Adair, Clarke, Guthrie, Madison, Taylor and Union county had an ending balance of $2,501,312. The total ending balance was distributed among all counties based on 2019 estimated population.

Statewide Ending Balance: $55,407,027

Source: 911 Adopted Budgets and Actual Ending Balances as Certified by the County Auditor, Department of U.S. Census E
2022 GIS Information

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

FY2022:
- December: 23 Counties
  - $150,000
- Period 1: 95 Counties
  - $612,000
  - Jackson, Linn, Monona, Plymouth

FY2021:
- 88 Counties
  - $576,000

FY2020:
- 83 Counties
  - $552,000

FY2019:
- 86 Counties
  - $570,000

Current Travel/Public Ed/Training Fund

- 100,000 Annually (FY2022)
- Expended: $6,069.96
- Total Approved: $26,287.50
- Remaining: $67,642.54
- Requested:
  - $5,000 – NENA Spring Conference
  - Remaining if approved: $62,642.54

Zetron/Shared Services – Lynne Warren, Zetron

Program Updates
• Johnson Co live Dec 8.
• Monona Co live Dec 15.
• Ames PD live Jan 12.
Questions?

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

Training Funds Request

Blake DeRouchey presented a request from the Iowa Chapter of NENA for training provided by Ron Holifield for the NENA Spring Conference on April 4th, 2022. The presentation will be "Abnormal is the new Normal – Leading in an Unending World of Volatility, Uncertainty, Complexity and Ambiguity". The total amount requested is $5,000 and NENA does have a standing approval for conference training. Motion by Mark Murphy to approve the training request. Seconded by Lawrence Hartpence. All ayes. Passed. Jason Hoffman abstains.

Technical Advisory

None.

SWIC Chris Maiers gave the following update

- A big thank you Sheriff Chad Leonard, Terry McClannahan and Dallas County for letting us host the meeting here.
- 4.9 GHz Update:
  - There is a comment reply period for this request from the FCC. At this point the ISICS will not be signing on to any replies.
- Information Sharing Framework Project Update
Blake and I will be having a quick meeting to go over the game plan and survey on Friday. From there the project will officially begin.

- ISICS Update
  - Routine preventative maintenance planning is starting for CY2022. I would encourage everyone reach out to Scott Richardson to ensure he has your contact information. This will be helpful for when the next round of maintenance begins next spring.

Again, if a site will have to be taken offline for maintenance, that contact list will be used for notification, and it 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 should have the new source code to work from by early next week. We will also be receiving some release notes of what the new features are from Minnesota and any installation instructions needed. We are going to apply our updates to it and then deploy it. Look for a deployment timeline of about six – nine months from when we receive the code.

- TICP/FOG/eFOG
  - I’ve sent over a lot of information to the contractors working on the development of it. We should have a working draft of it in a few weeks.

- 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.

- Training and TA Requests Update
  - State Sponsored COML will carry over. We will need to partner with an agency on delivering ICS-300 as a perquisite.
  - COMT
  - INTD
  - We will be doing a complete cybersecurity assessment and audit as a part of our TA requests for CY2022. This will look at the system as a whole, and we’ll end up with a nice report of strengths, weaknesses and opportunities for improvement.

- ISICS applications approved last month:
  - Avera Health/Avera Careflight (update) – Level 2
  - Central Iowa Power Cooperative (CIPCO) (update) – Level 2
  - Maquoketa Police Department – Level 3

- ISICS application up for approval today:
  - Des Moines Area Regional Transit Authority (DART) – Level 3
  - Des Moines Water Works – Level 2
  - Minnesota Emergency Communication Networks – Level 1
  - Harrison County 911 (update) – Level 4

- New FirstNet sites over the past month in Iowa:
  - One SE of Decorah in Guttenberg, IA.
  - One North of Council Bluffs, IA near Lewis and Clark Park.
  - One in SW Iowa near Imogene & Essex, IA
  - One NE of Ottumwa, IA near Dahlonega Township.
  - One in SW Iowa in Griswold, IA
James Stromberg Update

James Stromberg reported that CISA continues to remind the larger critical infrastructure community about cyber threats. That larger community certainly includes emergency communications. One of the tools at our disposal is the stopransomware.gov website. This is a one-stop resource to help you reduce the risk of ransomware and to improve your cyber resiliency. They encourage you to browse the website and to bookmark it in your browser for future access.

In late January the other emergency communications coordinator covering Region 7 and Stromberg will provide a refresher course to CISA's Region 7 staff about GETS and WPS tools that enable priority calling over commercial telephone networks. As a reminder, GETS and WPS are available at no cost to public safety and government entities for use when commercial telephone networks are congested. If there are any questions or you would like to learn more about GETS and WPS please contact SWIC Chris Maiers.

CISA has hired two new emergency communications coordinators. One will be filling a long vacant position in Region 1, that is the northeast part of the country, and the other in Region 6. That is the states surrounding Texas and just south of Region 7. The good news with that is the next hiring slated should be for Region 7. Stromberg believed they would be measuring that time frame in months.

CISA has also solicited applications for Communications Unit Specialist, and they have narrowed down the list. One of those hirings will be covering the central sector which is basically the central part of the United States and includes Region 7.

Lastly there are six open work orders for technical assistance in Iowa and SWIC Maiers did a very thorough job of covering those. It is also CISA’s pleasure to support Iowa through technical assistance and in any way they can to help you achieve the goals of your statewide communications interoperability plan, your SCIP.

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

34A Update

No report. A new chair is needed, and no one expressed interest at this meeting. The item, including how to reinvigorate this committee, will be placed on the next agenda.

Baseline Knowledge for 911 Communications
None. Jamey Robinson was absent. Lawrence Hartpence offered that there has been no report for several months and made a motion to dissolve the committee. Blake DeRouchey added that a lot of the 34A committee, as well as the Baseline Knowledge committee, those activities are being talked about and addressed through the strategic plan workgroups. A couple months ago it seemed like the collective council was okay with removing those two items from the agenda. DeRouchey suggested waiting for Chair Rotter to weigh in on this. Hartpence rescinded his motion. It will be discussed further at the next meeting.

**Legislative Issues**

DeRouchey reported that there is nothing 911 related that has been introduced. Last month they briefly covered the potential language tweak with the PSAP expenditure collection form. The language would change from instead of comprehensive costs to direct costs, that would simplify it and eliminate some of the estimation that has to go on there with determining how much you spend on utilities. He is expecting that to get introduced at some point, but it has not been yet.

**Information Sharing**

Blake DeRouchey mentioned during his report about FCC PS Docket 21-479 – the NASNA Request for Rulemaking. He added that he had nothing further to add but wanted to make sure the Council was aware of it and that it was fully flushed out if the Council wanted to do anything specifically as far as comments on it. It was important as part of the agenda to have the opportunity to have any further discussion if necessary. DeRouchey advised that all those comments become public, then the Council, APCO/NENA, PSAPs, industry, telcos, other states, all can see what was submitted initially and basically reply to those comments. They can either agree with them, echo them, or to discount or disagree with what has been offered. Vice Chair Dehnert confirmed that if anyone wanted to provide comment that they could do that directly with the FCC. DeRouchey has sent out information on how to do that, where to do that at, and some instructions on logistically which buttons to click along the process. Anyone can comment, and you do not have to do it on behalf of an organization or wait for an organization to do it. An individual PSAP or telco could do that if they so choose, it is an open proceeding.

**Unfinished Business**

None.

**New Business**

None. Lawrence Hartpence did comment concerning an issue he raised previously, and it is still an issue. He explained that we know there are databases that keep track of which cellular towers need to route to which PSAPs. For each bridge cell carrier, it is a different company that keeps track of those databases. He felt the need to have a central repository so that at least someone knows who is keeping track of these databases. It happened again yesterday with Westcom and as far as they knew Intrado was still keeping track of US Cellular and AT&T cell towers. It has apparently been changed in Iowa, and it is possible that US Cellular keeps track of their own database now, but it is unsure. Hartpence still felt that the State 911 office and Comtech should keep track of this information and there should be some sort of workflow in
Blake DeRouchey responded that as a business practice they are starting to request statewide tower audits every year. They are going to try to do it at the beginning of the year, so they just recently did it and they are still working through getting usable data. However, when he reached out to Intrado, he believes they got all of the AT&T and US Cellular information. There is probably a week or two timeframe with what Hartpence was addressing, but DeRouchey was happy to compare notes and see what they got back. It may just be a difference in contact information. They can work on solving the initial issue about wanting to fix this tower routing. DeRouchey agreed that it is a moving target, and it is a little bit sensitive with who the carrier’s partner with to do their 911 management. From experience Comtech handles Verizon, US Cellular and AT&T go through Intrado, and then T-Mobile/Sprint do it inhouse. Dehnert added that T-Mobile is doing location-based routing, at least there in metro Des Moines. That is one of the things they struggled with, with the transition of Windsor Heights from Polk County to Westcom. They were actually using the mayor’s phone and the sectors had all been updated but his phone was new enough that it was using location-based routing and the underlying shape files for the PSAP boundaries had not been updated. His phone for several days after the transition continued to route to Polk County. It wasn’t until they were finally about to get someone at T-Mobile to acknowledge that his phone was location-based routing instead of section-based routing. Dehnert concluded that there is definitely room for improvement, and they haven’t even touched on VOIP providers. He appreciated Lawrence and Blake working together on the issue.

Mark Murphy had a question about if other agencies are comfortable with requests from cellular companies to approve addresses that are on residential building or invalid addresses. They don’t actually show on any of their data, they are telephone poles or something. He had received a validation request from US Cellular to verify all these addresses. When he sent them to GIS only three of the ten-twelve he received were valid addresses, but they showed a duplex and a couple of residential houses. Murphy is starting to see more and more of these requests. It appears they are small cell sites, and they could be on houses or telephone poles. His question is how can he validate the address when they don’t really have an address, other than the homes. Dehnert asked if they assign addresses to things like traffic control cabinets and transformer cabinets. Murphy advised, yes, but they need to go through the application process through the county. He is getting the call routing requests and is supposed to verify the address, but they are not valid. Or they are on a home and do we want to be addressing cellular towers with home addresses. Dehnert wondered if they are using that home address because the pole is in front of that address.

Jeff Anderson from Marion County reported having the same issue. Sometimes they will do that in an attempt to get them to say it is an incorrect address, so they can then say can you give us the correct address. Sometimes it is an attempt to circumvent the application process where they have to pay a fee for us to assign it, mark it, and do the things they need to do. Anderson said he hasn’t seen it at the same scale as Murphy, but his experience is that they are using Google or some other navigation type aid to get them in the area and they grab and address that is close. They then try to get them to verify it. Murphy said he is not the addressing authority and cannot verify the address so when he sends them to GIS, they confirm they are
not valid. He questioned should he tell them to apply for an address. Anderson advised Murphy that is their standard procedure for that circumstance. Anderson advised on a broader scale it’s become a bigger issue for them because with small cell sites being in a rural area, Windstream likes to put these up in the middle of nowhere. They are literally, as Murphy reported, on a telephone pole and they are wanting an address. In addition to that most of their utility companies are now wanting addresses assigned for any time they put in an electric meter. Recently the rural water company is doing the same thing. They want a specific address assigned to it and they are doing probably three times as many address requests a year for utilities as they are for new construction.

**Travel Requests**

None.

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

None.

Next meeting date will be February 10th, 2022, at 9:00 AM at the Dallas County Human Services Campus 25747 N Ave., Adel.

Vice Chair Rob Dehnert asked for a motion to adjourn the meeting. Motion made by Jeff Anderson. Seconded by Mark Murphy.

Meeting adjourned at 10:11 A.M.

Cara Sorrells, Secretary