



MINUTES

Polk County Joint
911 Service
Board

Full 911 Service Board

Meeting Date/Time:
WED 18-MAY-2022
1300 Hours

Location: PCEMA EOC
1907 Carpenter Ave.
Des Moines, IA 50314

Distributed on: 23-MAY-2022

I. Call to Order –Chair Brownell called the meeting to order at 1300 hours.

II. Roll Call and Introductions –

A. Members (Highlighted = attended)

☐ Altoona	☐ Elkhart	☐ Northern Warren	☐ Polk County
☐ Ankeny	☐ Granger	☐ Fire Department	☐ Sheriff's Office
☐ Bondurant	☐ Grimes	☐ Pleasant Hill	☐ Runnells
☐ Carlisle	☐ Johnston	☐ Police Chief of	☐ Slater
☐ Clive	☐ Maxwell	☐ PSAP (Des Moines)	☐ Urbandale
☐ Delaware	☐ Madrid	☐ Polk City	☐ Waukee
☐ Township	☐ Mitchellville	☐ Polk County	☐ West Des Moines
☐ Des Moines	☐ Norwalk	☐ Polk County EM	☐ Windsor Heights

B. Staff –

C. Guests/Public –

III. Approval of Agenda –

IV. Approval of Previous Meeting Minutes– 2-MAR-2022 Motion to approve the previous meeting minutes by West Des Moines; seconded by Bondurant. Motion passed unanimously.

V. Programs, Presentations, Invited Guests or Speakers – none scheduled

VI. New Business and Action Items –

A. None

VII. Old Business –

A. 911 Service Board Audit Update- RSM US is also the auditor for Polk County, so the auditor is making sure to avoid conflicts of interest. Needed to provide objectives to the auditor using the AICPA Attest Standards for Auditing. Objectives were submitted and waiting for an update. Still on track for the audit to be completed by the end of June.

B. CAD Improvement Project-Hentzel- See Attachment A-Making good progress. Proposals signed for the installs. Governance portion is underway. Reviewing draft from Federal Engineering. See agenda Attachment A for additional details.

C. RapidSOS Emergency Health Profiles- At the March meeting, the full 911 Service Board delegated their authority to the Executive Committee to decide whether to continue the SMART911 Program. After hearing a presentation by the PSAP Advisory committee, a motion was made to discontinue the SMART911 program and move to RAPID SOS Emergency Health Profiles. Motion unanimously approved. The 911 Coordinator is working with the PSAPs to distribute promotional materials to first responders and the public, and create a promotional video. WHO, the Des Moines Register and KCCI all did a story on the transition to emergency health profiles.

- D. **MICS Update**-Ness Portions of MICS will be decommissioned. Only Ruan will remain up and running. Notice was already provided to terminate the lease with the City of West Des Moines. Requested for the Des Moines City Council to authorize the City Manager or designee to negotiate potential cost savings with SAGA Communications. Looks like the City of Des Moines may be able to get out of one, but not both of the remaining leases (Alleman and Vandalia).
- E. **Alert Iowa Transition Update**-Bearden- The Emergency Management Commission currently fulfills their alert and warning obligations required under 29C with CodeRED. The EM Commission is in the process of transitioning from CodeRED to Alert Iowa. The 911 Coordinator will be providing the draft of the Polk County Alert Iowa Policy to the PSAP Advisory Committee/Directors and work with the EC of the EM Commission to pass the policy in August 2022. Discussed the training of dispatchers at the PSAP Advisory Committee meeting, and will be work on a training plan and schedule with the PSAP Directors.

VIII. Reports-

A. Administration and Finance

1. Chairperson and Vice Chairperson Reports:
2. Public Safety Answering Points (PSAP) Reports
 - a) Des Moines- Care Program-Broadlawns hired a clinician to sit in the Des Moines PSAP. July 1 is the go date. Three supervisors approved. Hired and ready to begin by July 1.
 - b) Polk County
 - c) Westcom
3. Fiscal Agent Report:
 - a) Monthly Budget Report – Attachment B (April)
4. Outdoor Warning Sirens-Stufflebeam
 - a) Siren Testing
 - (1) Continuing the “Go/No-go” determination based on severe weather outlook by National Weather Service (NWS). Comment made that it would make more sense to do the “Go/No-go” determination the day before the test. Clarification was made that the “Go/No-go” determination is done every month and not just the winter months.
 - (2) Information provided to PSAPs and the majority decision determines whether sirens are tested.
 - (3) If severe weather is possible on testing day, Emergency Management will work with the NWS for storm timing to determine if sirens are tested or not.
 - b) Siren Maintenance-
 - (1) Several sirens are currently not operational due to maintenance across the county. Repair time is extended due to logistical issues.
 - (2) Please notify Emergency Management (Cameron) when siren issues are identified and corrected.
 - c) Polk County Multi-Jurisdictional Hazard Mitigation Plan –
 - (1) Notice of Intent (NOI) submitted to “Update Outdoor Warning Siren System.”
 - (2) This provides the capability for all jurisdictions to be eligible for Hazard Mitigation monies to upgrade, implement the polygon based warning system, and install new sirens without having to enter a new NOI.

- (3) Funding for this project is very limited (state and federal). May or may not be awarded funding.

Discussion whether there will be a move away from the OWS since it is an antiquated system. At this point, there would probably be a public outcry if OWSs were not used anymore. Comment made there are many cities across the country showing OWSs are not needed to properly warn the public.

5. **PSAP Advisory Committee**

- a) **RapidSOS Emergency Health Profiles**-See old business
- b) **Alert Iowa Transition Update**-See old business

6. **Metro Interoperability Committee**

- a) **MICS**-See old business
- b) **Common Repository of Information**-The Metro Interoperability Committee is working with Polk County Emergency Management to develop a common repository of information that will be housed in DLAN. This will allow everyone to have access to the same information. If you need a login for DLAN, please contact Patty Nordmeyer with Polk County Emergency Management.
- c) **Regional Interoperability Committee (RICP)**-Currently working on completing the RICP with the goal completion date of no later than July 1, 2022. This will allow the committee to test the RICP during training drills and exercises.

B. **Planning**

1. **Planned Events** – many significant planned events are beginning to re-open

- a) **Ironman** – June 11-12, 2022-Tactical Dispatchers will be working in the EOC. The communication plan is being developed in coordination with PSAP representatives.
- b) **Iowa State Fair**-August 11-21, 2022
- c) **NCAA Basketball 1st/2nd Rounds** – March 2023

C. **Training –Upcoming Offerings:** (see Polk Co EMA website for more information)

- 1. **May Lunch and Learn-Mental Health Resources-May 23**-Registered 58-Submit topics of interest to DeAnne Sesker.

D. **Exercises with a Communications Component-**

- 1. **Ironman TTX-EOC-May 24**
- 2. **Central Iowa Healthcare Coalition Regional Surge**-June 1

E. **Legislative –**

- 1. **HF 2436**-This Act changes the method for gathering costs and expenses related to public safety answering points to collecting the data only for the direct costs. Signed by Governor Reynolds on April 21, 2022. See Attachment C
- 2. **SF 2298-Geared more towards smaller counties.**
 - a) An Act authorizing a local emergency management commission to assume the duties of a joint 911 service board.
 - b) Does not have to come up for discussion or a vote
 - c) Should a Service Board want to cede authority, would require a 2/3rds vote by both entities.
 - d) Passed by both chambers

- F. **GIS Update**-GIS grant benchmarks must be satisfied by June 30, 2022. Regional data is expected to be submitted by the end of May to the State of Iowa to fulfill grant requirements.

G. **Public Education and Information –**

1. **EMS Week Open House-Ankeny Fire Department**-EMA Staff will be promoting the Emergency Health Profiles on May 18, 2022 from 6-8 pm.
2. **Northwest Community Center**-EMA staff will be promoting the Emergency Health Profiles and assist the seniors in signing-up. Date TBD

H. **State of Iowa 911 Program Manager –**

1. The State Program Manager is looking into a statewide approach to address the problem with the telephone companies refusing to disconnect circuits not being used by the Public Safety Answering Points (PSAPs). The telephone companies are continuing to charge for PSAPs for these circuits. The 911 Coordinator and the PSAP Directors are monitoring this issue. Currently, one bill is being investigated to determine if the charges are valid.
911 Coordinator is part of the Program Manager's workgroup and will provide updates as available.

I. **Committees**

1. **Iowa Statewide Interoperable Communications Systems Board**-Bischof-(1) **SWIC Maiers resignation was accepted. He accepted a position with CISA. (2) Reviewing public comments from the encryption packet.**
2. **Regional Interoperability Committee Region 1**-Dehnert-Meeting occurs the second Tuesday of each month beginning at 3:00 PM. Conference Bridge 866-685-1580, Conference ID 850-060-6706
3. **Iowa 911 Communications Council**-Dehnert
4. **Iowa NENA and APCO**-Riney **In person conferences on October 17th and 18th**

IX. **Open Discussion –**

X. **Upcoming Meetings:**

<u>Full Commission Meetings</u>	<u>Executive Committee Meetings</u>
August 17 at 1300 hours	June 6 at 1330 hours
November 16 at 1300 hours	July 11 at 1330 hours
	August 8 at 1330 hours
	September 12 at 1330 hours
	October 10 at 1330 hours
	November 7 at 1330 hours
	December 12 at 1330 hours

XI. **Adjourn – Meeting adjourned by Chair Brownell at 1334.**