



MINUTES

Polk County Joint
911 Service
Board

Full 911 Service Board

Meeting Date/Time:
WED 02-MAR-2022
1330 Hours

Location: Zoom, See p.2
Must Register in Advance

Distributed on: 04-MAR-2022

This meeting is a virtual meeting.

You are invited to a Zoom meeting.

When: Mar 2, 2022 01:30 PM Central Time (US and Canada)

Register in advance for this meeting:

https://us06web.zoom.us/join/zoom/register/tZMscu6sqDMjGdXl_SXrrRzyQ-OzuYy9qmY-

After registering, you will receive a confirmation email containing information about joining the meeting.

I. **Call to Order** – Meeting called to order by Vice Chair Roe at 1:30 pm.

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** – Dutch Geisinger, Tracey Bearden

C. **Guests/Public** –Cassi Hentzel, Robert Carothers,

See Attachment #1 for full attendance.

III. **Approval of Agenda** –Motion to approve agenda with corrections of duplicate data by Police Chief of a PSAP-Des Moines; Seconded by Windsor Heights. Motion passed unanimously.

IV. **Approval of Previous Meeting Minutes**– 17-NOV-2021 (Distributed on 2-DEC-2021) Amended sections highlighted in yellow under VII. Reports(D)(1). Attachment #1 Motion to approve by Polk County Sheriff; Seconded by Waukee. Motion passed unanimously.

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

VI. **Open Public Hearing** – Notice of public hearing published in the Des Moines Register on Saturday 12-FEB-2022 along with the proposed budget. The public is welcome to ask questions or make comments for or against the proposed budget. Attachment #2 No questions.

VII. Close Public Hearing-~~Public Hearing closed by Vice Chair Roe.~~

VIII. New Business and Action Items –

- A. **FY23 Proposed Budget**– Proposed budget discussed at previous Executive Committee meeting. Requesting vote to approve the proposed budget. Attachment #3 **Motion to approve FY23 budget by Windsor Heights; Seconded by Police Chief of a PSAP-Des Moines. Motion passed unanimously.**
- B. **Chair and Vice Chair Elections** – The bylaws governing the Polk County Joint 911 Service Board require annual elections of the Chairperson and Vice Chairperson. All appointed members to the 911 Service Board are eligible. Our current Chairperson and Vice Chairperson are both willing to continue to serve.
1. Chairperson
 - a. Current Nominations: Robert Brownell
 - b. Nominations from the Floor-**None**
 - c. Vote to approve Chairperson
 2. Vice Chairperson
 - a. Current Nominations: Rick Roe
 - b. Nominations from the Floor-**None**
 - c. Vote to approve Vice Chairperson.
Motion to approve Robert Brownell as Chairperson and Rick Roe as Vice Chairperson by Urbandale; Seconded by Bondurant. Motion passed unanimously.
- C. **Rave Mobile Safety-SMART911**
1. Overview of Program
 2. Current Issue
 3. PSAP Advisory Committee Recommendation/Report
- Recommendation: The PSAP Advisory Committee recommends investigating an alternative option to SMART911 (RapidSOS Emergency Profile). Due to time constraints, the PSAP Advisory Committee requests the full 911 Service Board delegate their authority to decide the future of the SMART911 Program to the Executive Committee.**
- SMART911 is a program that allows users to create profiles with important personal information that may be helpful to dispatchers. Users associate their profile with a phone number so when they call 911 the profile will appear on the dispatcher's screen. The PSAP Advisory Committee finds the SMART911 program has value, but there could be a better fit with another program based on the participation and cost of the current program. See Attachment #2. Brad Button of the Des Moines Police Department PSAP discussed RapidSOS and the benefits the technology provides along with the RapidSOS Emergency Profile. Windsor Heights asked about the transition to Alert Iowa, and the importance of implementing the program. Director Mumm indicated staff is working on the transition, but the Executive Committee of the EM Commission is working on fulfilling a request from the PSAP Advisory Committee. Windsor Heights made the motion to approve the PSAP Advisory Committee investigating RapidSOS technology/RapidSOS Emergency Profile, and the full 911 Service Board delegating their authority to decide the future of the SMART911 Program to the Executive Committee. City of Des Moines Seconded. Motion passed unanimously.**

- D. **MICS-Ness-The Metro Interoperability Committee** was tasked with reviewing the MICS system's capabilities given current radio system landscape.
Recommendation: Requesting vote to approve the Metro Interoperability Committee's recommendation to cancel some of the current MICS tower leases and to use cost savings to update MICS boxes.
Captain Dave Ness presented the Metro Interoperability Committee's recommendation. See Attachment #3 for a copy of his presentation. Motion to use joint funds to decommission MICS sites, update and redistribute all 12 portable "go boxes"/MICS boxes, and to pay for lease terminations. Motion to approve by City of Des Moines; Seconded by West Des Moines. Motion passed unanimously.
- E. **Service Board Meeting Time-Move** meeting time from 1230 hours to 1300 hours.
Recommendation: The Executive Committee recommends moving the full Service Board meetings from 1230 hours to 1300 hours. Motion to approve moving the full Service Board meetings to 1300 hours by Waukee; Seconded by Windsor Heights. Motion passed unanimously.
- IX. **Old Business –**
- A. **CAD to CAD Project Update and Clarification-Hentzel** Attachment #4
- Cassi Hentzel provided an update on the CAD to CAD Project. Please review attachment in agenda packet for additional details. Baycom must complete equipment installations under the grant. CAD2CAD technical kickoff is coming soon. Onsite visits for the common governance component of the project are taking place on March 14 and March 15.
- X. **Reports-**
- A. **Administration and Finance**
1. **Chairperson and Vice Chairperson Reports:** Audit update-The State Auditor requested a professional courtesy be provided to RMS, which is a company that completes many county audits. RMS passed on completing the audit. The State Auditor's Office will complete the audit. On Monday, March 7, 2022, the State Auditor's Office will have a meeting to establish a time line for the audit.
 2. **Public Safety Answering Points (PSAP) Reports**
 - a) **Des Moines**-Five new dispatchers in training and in the process of hiring two new dispatchers. Care Initiative Diversion Program-No implementation yet. Broadlawns hospital hired personnel for the positions but need training.
 - b) **Polk County**-The Sheriff is looking forward to the implementation of the Care Initiative Diversion Program. Two dispatchers finished training. Interviewing eight people for two available positions. The Polk County Board of Supervisors approved to hire another dispatcher on July 1, 2022.
 - c) **Westcom**-Two dispatchers in training and will add two more starting June 27.
 3. **Fiscal Agent Report:**
 - a) **Monthly Budget Report –** Attachment #5
 4. **Outdoor Warning Sirens-Unchanged**-"Go/NoGo" indication will be provided to Cameron Stufflebeam and the 911 Coordinator by the PSAP Directors on the Wednesday prior to the first Saturday of each month. Cameron Stufflebeam and the PSAP Directors will be making a decision about the siren activation for Saturday testing by March 3, 2022.

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.
 - b) **NCAA Basketball 1st/2nd Rounds** – March 2023

C. Training –None at the time.**D. Legislative –**

1. **SF 2298 (formally numbered SF 2153)**- The bill was amended to allow a local EMA commission to serve as a Joint 911 board only if both EMA and 911 pass the change with 2/3 majority votes.
2. **HF 2436 (formally numbered HSB 612)**-This bill would change the method for gathering costs and expenses related to public safety answering points to collecting the data only for the direct costs. The language does not include the auditor provisions, which were of concern earlier in the session. The bill unanimously passed the House on Wednesday, February 23, 2022. The bill now moves to the Senate for consideration.

E. GIS Update-Regional data will be submitted to the State of Iowa in approximately two months to meet the second half of the GIS grant benchmarks.**F. Public Education and Information –**

1. **Lunch N Learn Sessions** – Monthly Lunch N Learn sessions. Submit topics of interest to DeAnne Sesker. February session related to interactions with the media. Future topics include damage assessment/debris management and search dogs.

G. State of Iowa 911 Program Manager – Major carriers are decommissioning their 3G networks, which means 3G only devices will not be able to make any calls. This includes the ability to call 911. If you would like additional information about carriers as it becomes available, please contact the 911 Coordinator and she will share the information from the State Program Manager.

Many remote monitoring devices use 3G. Director Mumm will inquire about Iowa Flood Center monitoring devices and any potential impacts due to the decommissioning of the 3G network. Providers may provide free upgrade or discounted replacement devices. For more details, please visit: https://www.fcc.gov/consumers/guides/plan-ahead-phase-out-3g-cellular-networks-and-service?utm_medium=email&utm_source=govdelivery#devices

H. Committees

1. **Iowa Statewide Interoperable Communications Systems Board**-Bischof-Public Comment Period for the Encryption Policy Package. Public comment closes on April 14, 2022. See Attachment #6. Please provide all comments by going to <https://isicsb.iowa.gov/policies/encryption-policy-package> Everyone is encouraged to read the Encryption Policy Package and go to the link listed and provide comment.
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-Please join the monthly meeting. Good discussion with regional partners, especially on the agenda item discussing interoperable issues/incidents.
3. **Iowa 911 Communications Council**-Dehnert-The Iowa 911 Communication Council reelected Assistant Chief Rob Dehnert as their Vice Chair. The Chapter 34A Committee will begin meeting again.
4. **Iowa NENA and APCO**-Riney-Spring Conferences are on April 4 & 5. Please go to <https://www.iaapconena.org/conferences> for more information. Everyone is encouraged to attend.

XI. Open Discussion — None

XII. Upcoming Meetings:

<u>Full Commission Meetings</u>	<u>Executive Committee Meetings</u>
March 2 at 1330 hours	January 13 at 1430
May 18 at 1300 hours	February 7 at 1330 hours
August 17 at 1300 hours	March 7 at 1330 hours
November 16 at 1300 hours	April 11 at 1330 hours
	May 9 at 1330 hours
	June 6 at 1330 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

XIII. Adjourn – Meeting adjourned by Vice Chair Roe at 2:30 pm



Attachment #1

Name	In Person/Zoom Attendance
A.J. Mumm	In Person
David Ness	Zoom
Kent Knopf	Zoom
Dutch Geisinger	In Person
Tracey Bearden	In Person
Aaron Kreuder	Zoom
Rick Roe	Zoom
Chad McCluskey	Zoom
Joe Quick	Zoom
Darin Riney	Zoom
Cassi Hentzel	Zoom
Clint Robinson	Zoom
Jenn Porter	Zoom
Rob Dehnert	Zoom
Nick Brockman	Zoom
Dennis McDaniel	Zoom
Andy Stanger	Zoom
Derrick Spoerry	Zoom
Andy Stanger	Zoom
Michele Bischof	Zoom
Robert Carothers	Zoom
Daniel Herrstrom (Madrid)	Zoom
Brad Button	In Person
Rob Chiappano	In Person



Attachment #2

7,973 Total Profiles County-Wide	
Contract Cost	Cost Per Profile
\$52,430.00	\$6.58
NOTE:	Does not include 50211 & 50263

Profile Pull-up Per Public Safety Answering Point						
Period Displayed Profiles	DSM	PCSO	Westcom	Total	Contract Cost	Cost Per Profile Pull-up
July 1, 2018-June 30, 2019	526	520	369	1415	\$54,600.00	\$38.59
July 1, 2019-June 30, 2020	337	437	244	1018	\$49,000.00	\$48.13
July 1, 2020-June 30, 2021	309	59	250	618	\$52,430.00	\$84.84
Average Cost Per Profile Pull-up						\$57.19

State Contract Price-SMART911			
	Cost	Workstations with SMART911	Total Cost
Price Per Workstation with Setup	\$4,800	29	\$139,200
Price Per Workstation if Setup Waived	\$4,000	29	\$116,000



Attachment #3

Metro Interoperability Communications System

Historical Milestones:

- 2005 COPS Grant awarded (3 years plus 2-year extension)
- 2010 4 Towers with cross-band repeaters provided mobile coverage (UHF, VHF, 800 MHz)
- Ruan Building (central) Currently, no charge under DM agreement
 - 88st St. (SW) WDM Water Works (90-day notice)
 - Alleman (N) Saga Communications (term through 1/25/25)
 - Vandalia (SE) “ ”
- 2021 Metro agencies completed switch to P25 and adopted ISICS as local interop solution for incidents that exceed their current operational system (i.e. Polk, WestCom, DM, Iowa)
- MICS no longer has any radio traffic

Interoperability Committee Recommendation:

1. Considerable input from 3 PSAPs and periodic reports to 911 Service Board
2. Downsize geographic footprint by reducing to Ruan Building only
 - Exceeds an industry best practice to listen for foreign entities hailing assistance in various bands
 - Negotiate lease terminations (annual savings of \$30,000 to...) \$44,520
 - Decommission sites & remove antennas, etc. (joint funds) \$33,275
 - Includes replacing bad antenna at Ruan
 - Includes 10% contingency
3. Update and redistribute all 12 portable “go-boxes” \$48,000
 - Deemed necessary as footprint reduces
4. MICS was initially led by Des Moines, and Radio Services & Legal
Have offered to support this proposal without charge