



Integrated Public Safety Commission
Indiana Government Center North
100 North Senate Avenue, Room N825
Indianapolis, Indiana 46204 2203

Meeting Minutes Integrated Public Safety Commission (IPSC)

Tuesday, March 15, 2016

1) Welcome

- a) Chairman Douglas G. Carter, Indiana State Police Superintendent, called the Integrated Public Safety Commission meeting to order at 1:30 p.m., Tuesday, March 15, 2016. Commissioners present were: Chief Brett Sprinkle, Newburgh Police Dept.; Kevin Lynch, Dearborn County Commissioner; and Jay Abbott, Special Agent in Charge (SAIC) for the FBI. Members present thru Webex were: Brian Jones, LeMay Enterprises; and Michael Grzegorek, St. Joseph County Sheriff. Chairman Carter welcomed all in attendance, announced there was not a quorum, but immediately turned to the agenda items.

2) Adopt Minutes from Tuesday, December 15, 2015

- a) Without a quorum attained, Chairman Carter deferred adoption of the December 15, 2015 meeting minutes to the next meeting date.

3) Statewide Interoperable Communications Executive Committee (SIEC)

- a) Steve Skinner, the Statewide Interoperable Coordinator (SWIC) with IPSC, reported the following:
 - i. Mr. Skinner is a part of the State IMAT (Instant Management Assistance Team) Team that was deployed to Jasper, IN during the Avian flu outbreak in January. Mr. Skinner acted as the Logistics Section Chief as well as assisted with communications.
 - ii. As the State SWIC, Mr. Skinner also attended the FEMA Region 5 RECCWG (Regional Emergency Communications Coordinating Working Group) meeting last week in Cleveland. Region 5 consists of the six central states who periodically meet to discuss common communications issues. NTIA was there and did a presentation on upcoming changes to the federal interoperability channels (IR channels) in order to make these channels readily available to locals during events.
 - iii. A future COML (Communication Unit Leader Program) exercise training event is being planned to qualify COMLs for deployment.

- b) SIEC Chairman, Col. Pete Nelson with the IN National Guard, presented an SIEC update:
 - i. SIEC is currently working on the SCIP (Statewide Interoperable Communications Plan). Grant money is currently available for the SIEC to hold a SCIP workshop.
 - ii. Col. Nelson also discussed the upcoming CAD upgrade to 10.3.4.4

4) Executive Director's Report

- a) In the absence of IPSC Exec. Director Dave Vice, Mr. Skinner provided the Commission with an Executive Director's report:
 - i. Current active radio projects:
 - i) LaPorte County – funding has been approved for additional sites and user radios to join the statewide system.
 - ii) Porter County – they're having a project meeting to discuss joining the statewide system which also may include the Port Authority.
 - iii) Steuben County – actively adding six sites in addition to their current one in order to come onto the state system.
 - iv) DOC – over the years, DOC has struggled with maintaining their prison radio systems, so they're actively building a P25 radio site at Branchville, as well as planning to expand to their other six prison sites.
 - v) St. Joseph County – the County is already on the state system, but the City of Mishawaka had their own stand-alone Motorola system and is now moving to the state system, therefore the county and city are enhancing their radio tower sites to combine into one dispatch center.
 - vi) Jasper County – was able to receive funding to add an additional site at Rensselaer
- b) FirstNet LTE Broadband Project –
 - i. Mr. Skinner announced that IPSC Exec. Director Dave Vice will be attending the 2016 Spring SPOC (State Point of Contact) meeting in McLean, VA on April 12th & 13th.
 - ii. The FirstNet RFP has been released, and FirstNet is soliciting questions from potential vendors. A State RFP has also been released to select a vendor to assist with managing the FirstNet project.
 - iii. State Dept. of Administration has requested that IPSC keep our staffing at the current level of 31 filled positions, therefore IPSC currently has six vacancies that cannot be filled – 5 radio technicians and 1 Outreach Coordinator.
 - iv. House Bill 1087 BMV Omnibus Bill was passed which has a neutral to positive fiscal impact on the IPSC fund. The sunset provision for 2019 in Title 9 relative to our funding source will be part of the Administration's Budget Bill next session.
 - v. IPSC continues to meet with the IN Finance Authority staff for discussion of legislation passed last year allowing for management of

state owned communications infrastructure and land. Revenue received shall be deposited in the bicentennial account.

5) Logistics Report

- a) In the absence of Grephen Latif, Sr. Communications Analyst with IPSC Network Operations Center, (NOC Center), Doug Cochrane, IPSC Logistics Director, presented an overview of the NOC Center. The NOC monitors the statewide IPSC Communication Network; coordinates IPSC system service and repairs with Motorola, AT&T and IPSC Microwave; maintains IPSC radio I.D. records and radio I.D. inventory records; and now assigns P25 I.D.s as well as processes radio I.D. requests.
- b) IPSC Current System Progress Report:
 - i. 2,143 remaining unreserved IDs –
 - a. 818 analog
 - b. 647 digital
 - ii. 711 IDs reserved, including the Director's 711
 - iii. 814 recovered/reused I.D.s so far for 2016
 - iv. 647 remaining digital I.D.s
 - v. 818 remaining analog I.D.s
 - vi. Total remaining I.D.s YTD = 2,143
 - vii. Radio I.D.s processed YTD = 2,091
 - viii. Since 2010, 6,510 total I.D.s have been recovered
- c) IPSC P25 System Progress Report:
 - i. Phase 1 - all counties completed as of April 29th
 - ii. Phase 2 – only Greene County still working on I.D. inventories
 - iii. Phase 3 – 6 out of 22 counties still working on I.D. inventories
 - iv. Phase 4 – 7 out of 14 counties still working on I.D. inventories
 - v. Phase 5 – 6 out of 12 counties still working on I.D. inventories
 - vi. Phase 6 – 3 out of 4 counties still working on I.D. inventories
- d) P25 I.D.s Summary:
 - i. Of the 92 counties, 64 total counties are now complete (70% completion)
 - ii. Total number of P25 IDs issued to counties alone is 28,296
 - iii. Zone 1 – total of 58 counties in which 31 have been issued P25 I.D.s. 580,000 total allotted I.D.s
 - iv. Zone 2 – total of 34 counties in which 33 have been issued P25 I.D.s 340,000 total allotted I.D.s
 - v. Grand Total – P25 I.D.s assigned and issued YTD = 40,094
P25 I.D.s allocated = 120,000
- e) P25 Project Updates:
 - i. DOC P25 Sites – these sites will be smaller channel sites restricted to DOC's radios only. DOC is in the process of helping with the P25 migration project by performing some of the work themselves in Branchville.
 - ii. Project implementation status – the current status of Phase 1 depends on AT&T. AT&T has an outstanding circuit construction at one of

IPSC's sites, and therefore has not been able to pass a Motorola industry standard test. Mr. Cochrane has a meeting with AT&T and Motorola tomorrow regarding this test issue.

d) Discussion:

- i. Chairman Carter questioned if there have been significant issues associated with respective agencies regarding coverage or project process. Ms. Fay explained that there has been a degree of frustration and concern over the project delay in which IPSC's Outreach Program has assisted with keeping open the lines of communication with the local users concerning issues.
- ii. Commissioner Grzegorek asked what the start date will be for Phase 1. Mr. Cochrane estimates that Phase 1 will begin the first week of April with each phase completion being eight weeks apart. Commissioner Grzegorek also questioned if Phases 4, 5 & 6 will be combined in which Mr. Cochrane explained that these phases may be restructured due to various construction schedules as well as coverage on the Toll Road.
- iii. Commissioner Sprinkle inquired if radios will have the old system still programmed in them along with the new P25 programming, and how soon should the old system be removed. Mr. Cochrane stated yes, radios will have both systems, but suggested waiting to remove the old system due to other parts of the state will still be using the old system until their phase is complete.

d) Operations Report

- a. John Asher, IPSC Field Operations Director, presented an operations update.
- b. IPSC radio technicians programmed approximately 25,000 radios in 2015, compared to an estimated 1,600 annually in previous years. Mr. Asher expressed his appreciation to the IPSC technical staff for all their hard work and efforts. Currently, IPSC is under a hiring freeze with 5 tech positions open.
- c. The radio shop completed their move to their new facility in January.
- d. Technicians have been working in the field on the P25 project meeting contractors, making site deliveries, as well as performing quarterly site checks on generators and HVACs.
- e. Chairman Carter asked what the current total number of radio technicians is in which Mr. Asher answered 10 with one that will be taking FMLA leave in a few weeks. There are two tech supervisors as well. Mr. Asher added that an average of 8 radio technicians completed those 25,000 job tickets.
- f. Site maintenance – as spring and summer approaches, there have been a few issues with HVACs at the sites. IPSC staff maintains site generators with staff member, Rich Scott, trained

in generator repairs saving the state a significant amount of money.

- g. Commissioner Sprinkle discussed the shields at the Yankeetown and Henderson sites in which the one at Henderson is not going to work. Commissioner Sprinkle requested to move ahead with Yankeetown, and Mr. Asher has contacted Alcoa, the Chandler Police Chief, as well as Dallas Scott, the EMA Director for Warrick County to see if the antennas can possibly be extended to a higher spot.

e) Planning & Training

- a. Sally Fay, IPSC Communications Director explained that the Training & Outreach Program is all about IPSC's mission which is "to strengthen community safety and security by minimizing the financial and technological barriers to interoperable communications thru inter-agency cooperation."
- b. Outreach program statistics:
 - i. Focus has been on P25 Phase 1 counties, but now moving to Phase 2 and other areas of the state
 - ii. P25 Cutover meetings were held in Bartholomew, Ripley and Washington counties in January
 - iii. Attending all District Planning Council meetings as well as IDHS "Roadshows"
- c. Phase 1 Readiness:
 - i. 13 of 15 counties are programmed and ready to go. Clark and Harrison counties are still in the process of programming at 90% completion
- d. Phase 2 Readiness:
 - i. Monroe County is programmed and ready to go.
 - ii. 5 counties have received their P25 I.D.s and are waiting for Phase 1 cutover, also in the process of programming.
 - iii. The remaining 13 counties are in the process of programming making good progress
- e. Association Meetings & Events:
 - i. FirstNet grant money has been utilized for booth space at association conferences and events.
 - ii. Conferences attended in the last quarter included the IN Assoc. of Cities & Towns Bootcamp for Newly Elected Officials, and the IN Assoc. of Chiefs of Police Mid Winter conference.
 - iii. Upcoming events include the IN NENA/APCO Conference, District 8 Emergency Health Care Preparedness Symposium, National Broadband Summit and National NENA Conference.
- f. Training Report:

- i. Mike Watkins, IPSC Training Coordinator, has held 12 classes so far this year including Pursuit Training at the IN Law Enforcement Academy, and an 800 MHz system/Interoperable Communications Training class in several counties. The total number of students who have attended these classes is 171 with 7 more classes scheduled thru the end of March.
- ii. Future classes include System/Interoperability classes during the Internat'l. Firefighters Conference in April; System/Interoperability classes in the Phase 2 area in May (Pike County); and Pursuit classes will also be offered in April and May at the IN Law Enforcement Academy (ILEA).
- iii. Both Mr. Watkins and Tyler Clements, the Outreach Field Coordinator for the south region, are also providing North field coordinator services; they're involved in the FirstNet Project; becoming involved in the Communications Unit program; and also training to serve in the State Emergency Operations Center (EOC) in the Emergency Support Function 2 (ESF2 – Communications) position.

f) CAD/RMS System Implementation Report

- a. Jon Allen, CAD Data Tech with the IPSC Madden (Map Analytics Data Driven Exchange Network) Center presented on behalf of Kelly Dignin, the CAD Administrator for IPSC:
 - i. CAD 10.3.4.3 is currently being upgraded to 10.3.4.4. This is an extremely large upgrade to the CAD system in which there will be a complete outage. All the PSAPs using the CAD system will have to return to using pen and paper for approximately 4 to 5 hours.
 - ii. DNR is tentatively scheduled for their upgrade on April 10th with the local agencies scheduled for April 17th. ISP's upgrade will occur in May.
- b. Interim Improvements are in process:
 - i. DIS system – allows auto populating
 - ii. AVL-automatic vehicle location
 - iii. Training – improving the database
 - iv. Database Pruning
 - v. AD Hoc Reporting
 - vi. Mile Marker Index
 - vii. Map fixes/tweaks/testing
 - viii. District 53 (Putnam) Move – moved from the Bloomington region to the Indianapolis region
 - ix. PRTG – Server install
- c. Upgrade Phases:
 - i. Initiating/Planning

- ii. Design of the CAD system
 - iii. Implementation
 - iv. Training – creating a user test group
 - v. Test – touch all 1,500 ISP mobiles
 - vi. InterAct Mobile deployment
 - vii. Ongoing/PM
- d. Chairman Carter questioned how InterAct was going – Mr. Allen replied that his team is still working well with InterAct staff.

g) Other Discussion

- a. Chairman Carter discussed the old Seymour ISP Post. ISP had been in negotiations to sell this property and finally negotiated a price with a vendor. This vendor proposed a “gentlemen’s agreement” that they would own the property, with ISP owning the tower and building, but that ISP would not be granted access to the property. Without a written agreement, Chairman Carter declared “no sale.” Chairman Carter anticipated significant pressure concerning this decision, but protection of this historic property is vital to ISP.
- b. Chairman Abbott complimented the entire group, the meeting proceedings, and thanked everyone for their work. Chairman Abbott invited the Commission to hold their next meeting in June at the FBI Headquarters in Indianapolis.
- c. Remaining 2016 meeting dates:
 - June 21
 - September 20
 - December 20

These meetings will be held at the IPSC Office located in the Indiana Government Center North at 100 N. Senate Ave, Room N825, Indianapolis, IN 46204. Please contact Julie Sheppard for additional information – jsheppard@ipsc.in.gov.

- d. Hearing no other business, Chairman Carter adjourned the meeting of IPSC at 2:20 p.m.