



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, June 21, 2016**

**1) Welcome**

- a) Chairman Mike White, Major with the Indiana State Police, proxy for Douglas G. Carter, Indiana State Police Superintendent, called the Integrated Public Safety Commission meeting to order at 1:30 p.m., Tuesday, June 21, 2016. Commissioners present were: Chief Brett Sprinkle, Newburgh Police Dept.; Kevin Lynch, Dearborn County Commissioner; Jay Abbott, Special Agent in Charge (SAIC) for the FBI; Michael Grzegorek, St. Joseph County Sheriff; Jason Carroll, Director of Public Safety - Ivy Tech Community College; State Representative Randy Frye; and newly appointed Commissioners Tim Smith, Chief, Vincennes Twp. Fire Dept.; and Christopher Nodine, Asst. Fire Chief-Paramedic, Pendleton Fire and Ambulance. Members present thru Webex were: Brian Jones, LeMay Enterprises. Chairman White welcomed all in attendance, and with a quorum attained, immediately turned to the agenda items.

**2) Adopt Minutes from Tuesday, December 15, 2015 & Tuesday March 15, 2016**

- a) Chairman White called for a motion to adopt the minutes of the December 15, 2015 & March 15, 2016 meetings; so moved by Commissioner Lynch, seconded by Commissioner Sprinkle; unanimous adoption.

**3) Resolution – William Newgent**

- a) Dave Vice presented a Resolution for Recognition of Service to William (Bill) Newgent, retired Chief with the Greencastle Fire Dept., in honor of his years of service with the Commission. Mr. Newgent served on the Commission for 11 years, being appointed in 2005. During his tenure as a Commissioner, Mr. Newgent was also awarded the Indiana Fire Chief of the Year by the Indiana Fire Chiefs Association in 2009.

**4) Statewide Interoperable Communications Executive Committee (SIEC)**

- a) Sally Fay, IPSC Communications Director, reported on behalf of the SIEC that held their quarterly meeting in the morning. No action was taken at this meeting, but the SIEC members are deliberating a set of procedures to

compliment the policies that the IPSC Commission approved in December 2015.

## **5) Executive Director's Report**

- a) Dave Vice, IPSC Exec. Director, provided the Commission with an Executive Director's report. He announced that Phase 1 of the P25 migration upgrade date is set for next Tuesday, June 28<sup>th</sup>. IPSC staff has worked closely with all the agencies in the southeast portion of the state. Phase 2 is going smoother as far as working with AT&T on phone line connectivity, so hopefully this phase will only be a 30 to 40 day time period (as opposed to 60 days).
- b) Current active radio projects (to increase coverage):
  - i) Hendricks County - have identified a tower location, and will be using a different type of connectivity with microwave rather than T1. The county is adding 2 more sites for a total of 4 sites in their county
  - ii) LaPorte County – funding has been approved for 2 additional sites and user radios to join the statewide system.
  - iii) Porter County – continuing discussions of joining the statewide system by adding 1 site and user equipment. A grant from the Port Authority was denied.
  - iv) Steuben County – their project of adding six sites will not migrate until after the state's P25 migration is complete.
  - v) St. Joseph County – altering their current tower configuration to add Mishawaka. The county had already added 4 sites while Mishawaka had their own stand-alone system, but now with the completion of the county-wide PSAP, they're moving an existing site and adding the new site in Mishawaka.
  - vi) Carroll County – the City of Delphi is looking for funding to add a site
  - vii) Brown County – the Sheriff is seeking funding to add a new site
- c) FirstNet LTE Broadband Project –
  - i. Mr. Vice attended the 2016 Spring State Point of Contact (SPOC) meeting in Mc Lean, VA on April 12<sup>th</sup> & 13<sup>th</sup>.
  - ii. The FirstNet RFP responses are currently being reviewed by FirstNet with an anticipation of an award in November.
  - iii. Mr. Vice and Steve Skinner, the Statewide Interoperable Coordinator (SWIC) with IPSC, attended the Public Safety Broadband Stakeholder meeting in San Diego a week before last. The sessions focused on research and development of systems integration, devices and applications.
- d) On June 17<sup>th</sup> the Director of Homeland Security David Kane, Mr. Vice and the State 911 Director Barry Ritter attended an LTE demonstration at the Indy Motor Speedway.
- e) IPSC staff level is currently at 31 with a total of 6 vacancies.

- f) IPSC is working with the Governor's Office on a legislative proposal which will reestablish the IPSC portion of the BMV fees established under I.C. 9-29 which expires on July 1, 2019. This is the sole source of revenue to the IPSC dedicated fund established under I.C. 5-6-4. IPSC receives approximately \$1.25 from BMV fees that amounts to about \$12 to \$13 million a year.
- g) 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.
- h) Commissioner Grzegorek asked if the Phase 1 & 2's 30-40 day timeframe will continue thru the remaining phases in which Mr. Vice answered yes, that is the goal – and to have the final Phase 6 completed by the end of this year.
- i) Commissioner Frye inquired about the cutover in the southeast part of the state – how long will the technicians and support staff be available to the locals for assistance? Mr. Vice explained that the locals have received information and held meetings to discuss the process. IPSC staff and Motorola techs will be on call, as well as IPSC staff posting updates throughout the cutover on the state Web EOC.

## **6) Logistics Report**

- a) 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) P25 Upgrade - P25 Phase 2 meetings covered template issues and were corrected for the users with the help of Motorola. The NOC center has also sent out information about spot checking five radios at a time to make sure they meet specifications.
- c) Microwave System – currently performing a series of repairs as well as upgrades and moving toward a maintenance agreement with Nokia (Alcatel-Lucent)
- d) Motorola did a procedure exercise this morning at the Salem site (least used microwave site). Users were advised of this exercise
- e) Grephen Latif, Sr. Communications Analyst with IPSC Network Operations Center, (NOC Center) presented the IPSC Current System Progress Report:
  - i. 2,557 remaining unreserved IDs –
    - a. 1,188 analog
    - b. 1,369 digital
  - ii. 711 IDs reserved, including the Director's 711
  - iii. 1,021 recovered/reused I.D.s so far for 2016
  - iv. 361 remaining digital I.D.s
  - v. 849 remaining analog I.D.s
  - vi. Total remaining I.D.s YTD = 1,890

- vii. Radio I.D.s processed YTD = 3,521
- viii. Since 2010, 6,510 total I.D.s have been recovered
- f) 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 - 3 out of 22 counties still working on I.D. inventories
  - iv. Phase 4 - 6 out of 14 counties still working on I.D. inventories
  - v. Phase 5 - 12 out of 18 counties still working on I.D. inventories
  - vi. Phase 6 - 3 out of 4 counties still working on I.D. inventories
- g) P25 I.D.s Summary:
  - i. Of the 92 counties, 68 total counties are now complete (74% completion)
  - ii. Total number of P25 IDs issued to counties alone is 28,978
  - iii. Zone 1 - total of 58 counties in which 34 have been issued P25 I.D.s.
  - iv. Zone 2 - total of 34 counties in which 33 have been issued P25 I.D.s
  - v. Grand Total - P25 I.D.s assigned and issued YTD = 40,993

## **7) Operations Report**

- a) John Asher, IPSC Field Operations Director, presented an operations update. Technicians continue daily radio site maintenance visits to check generators and HVACs.
- b) The radio shop staff takes care of approximately 17,000 state owned radios performing maintenance and programming as well as any microwave system repairs.
- c) For the last three months, technicians have been reviewing programming of the locals and state officials to ensure they're ready for the cutover.
- d) HVAC issues have been resolved at several radio tower sites. There have been no issues with the generators. Each site has a 1,000 gallon propane tank that is kept filled to run the emergency generators in case of an outage. Propane would be able to run these generators for at least 8 to 10 days.
- e) The technicians have been working hard traveling to sites to do vendor meets with AT&T getting Telco installed and cabling work done.
- f) Focus has been on the P25 project and day to day operations
- g) Burrel Smither with the FBI asked what the anticipated completion date is for P25 in which Mr. Asher and Mr. Vice replied they hope by the holidays.

## **8) 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." Ms. Fay introduced Outreach Field Coordinator Tyler Clements and Training Coordinator Mike Watkins and praised the work they're doing.
- b) Outreach program statistics:

- i. Mr. Clements reported that since the last Commission meeting in March, they've attended 11 District Planning Council (DPC) meetings reaching 238 public safety users. They've also attended the remaining 4 IDHS roadshows.
  - ii. Phase 2 cutover meetings have been held as well reaching 90 first responders.
  - iii. Attendance at other outreach activities have included:
    - 1. APCO meeting
    - 2. First Responder Breakfast in District 9
    - 3. Thunder Over Louisville
    - 4. District 7 Task Force Meeting
    - 5. LaPorte County Fire Chiefs Meeting
    - 6. Phase 2 cutover webinar
    - 7. Rush County P25 meeting with over 150 attendees
  - iv. Outreach provided to all the counties throughout the state:
    - 1. Phase 1 – all first responders and users are ready for cutover. There will be a last minute meeting held tomorrow (June 22<sup>nd</sup>) in Bartholomew County
    - 2. Phase 2 – continue to work with Greene County to get their inventory turned in. Programming is complete in a few of the counties; other counties are reporting 50% complete moving forward with P25. Next week an acknowledgement will be sent out to all the counties in Phase 2 for programming completion.
    - 3. Phase 3 - this is the central part of the state – cutover meetings will be held next week. Some counties have begun programming with others working on their inventory.
    - 4. Phase 4 – programming is under way with several counties also working on their inventory.
  - v. One on one meetings have been held as well with county emergency management and sheriff officials across the state. Providing support by talking to vendors to enable users to utilize different tools and a “sandbox” to test programmed radios on a P25 site. The Web EOC and IDACS terminal messages will also provide assistance to users next week.
  - vi. Commissioner Frye asked if local users have had any issues – Mr. Clements replied that main issues have been with programming code plugs. IPSC has offered fixing these code plugs at no charge to the agencies. Commissioner Frye requested to be contacted on the outcome of next week's go live. Mr. Clements added that another issue has been providing training directly to the officers on the street.
- c) Training Report:
- i. Mike Watkins, IPSC Training Coordinator, reported for the Training Division's 2<sup>nd</sup> quarter of 2016. Mr. Watkins attended the APCO Broadband Summit that was held in Washington D.C.

- ii. Training was provided to the Indiana State Police (ISP) recruit class with hands-on radio training.
- iii. The process began with the Indiana Office of Technology and Indiana Interactive to create an on-line training and certification. This could reach approximately 64,000 users. The estimated time frame for this tool is early 2017.
- iv. Statistics for 2<sup>nd</sup> Quarter:
  - 1. 17 total classes with 188 students
  - 2. Pursuit (EVOC) training – 8 classes with 45 students
  - 3. Radio training – 9 classes with 143 students
  - 4. YTD totals – 36 total classes with 474 students (11 Pursuit (EVOC) classes with 74 students & 25 Radio training classes with 400 students)
  - 5. \*These statistics do not include the June 23<sup>rd</sup> training class scheduled in Vincennes
- v. Commissioner Smith asked where the EVOC trainings are held in which Mr. Watkins answered that they are held at the IN Law Enforcement Academy for new recruits as well as local dispatchers.
- vi. Both Mr. Watkins and Mr. Clements 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.

## **9) CAD/RMS System Implementation Report**

- a) Kelly Dignin, CAD Administrator for IPSC began with the System Applications of the CAD system:
  - i. Computer Aided Dispatch (CAD)
  - ii. Records Management System (RMS)
  - iii. Mobile Data Device (MDD)
  - iv. Map/Automatic Vehicle Location (AVL)
  - v. Offender Management System (OMS)
- b) System Upgrades:
  - i. The RMS system went thru their upgrade on June 7<sup>th</sup>
  - ii. Server Replacement – 14 of 22 servers will be replaced
  - iii. Local agencies CAD Upgrade – performed on June 19<sup>th</sup>
  - iv. State Agencies CAD Upgrade – DNR's upgrade was on May 24<sup>th</sup>
  - v. ISP CAD Upgrade – scheduled for July 10<sup>th</sup>
  - vi. Mobile Upgrade – moving to version 10.7 which will improve communication with CAD as well as include a new feature called ID Scan. The system is now highly customizable with several features and functions.
  - vii. GIS Upgrade – complete new data sets; GIS Administrator Megan Compton for IPSC is spear heading this project
- c) Any data questions can be referred to the IPSC MADDEN Center at 317-234-9686 or [maddencenter2@ipsc.in.gov](mailto:maddencenter2@ipsc.in.gov).

## **10) FirstNet**

- a) Alicia Antonetti-Tricker, a partner with Crowe-Horwath, presented an update on the FirstNet initiative with IPSC. IPSC is entering into a contract with Crowe-Horwath who will now be coordinating all FirstNet projects and outreach.
- b) Ms. Antonetti-Tricker explained that Crowe-Horwath has experience working with IPSC & all of the DHS districts. Crowe-Horwath is also very involved with the IN Assoc. of Cities & Towns.
- c) Crowe-Horwath's team:
  - i. Cynergyze (Sub) - this is a communications firm out of Illinois with several former Motorola executives and engineers. Cynergyze has been very involved with the FirstNet rollout in Michigan and Texas.
  - ii. Koehler Partners (WBE Sub) - specialists in outreach and education
  - iii. Bingle Research Group (VBE Sub) - will assist with research and communication strategies
  - iv. FineLine Printing Group (MBE Sub) - will perform printing & production services
- d) Crowe-Horwath will work from 3 work streams for the next 18 months:
  - i. Stakeholder meetings & governance plan - will be leading advisory groups and committee meetings
  - ii. Education & Outreach - workshops and conference
  - iii. FirstNet Consultation - planning & analysis; state plan assessment and FirstNet consultation support
- e) Education & Outreach Components:
  - i. Outreach plan & contact list will be created for stakeholder identification
  - ii. Developing Outreach materials such as Web presence & social media; fact sheets and presentations
  - iii. Regional Workshops - target date is this fall for a roadshow in 10 IDHS districts
  - iv. Statewide Conference in 2017 - anticipating 300 attendees
  - v. Technical & Policy Training Sessions
- f) Mr. Vice added that IPSC has used federal grant funds for this project with very little being spent so far from SLIGP funds.

## **11) Other Discussion**

- a) Mr. Smither with the FBI asked if there are many issues with using different brand portable radios throughout the state (EF Johnson, Motorola, etc.). Mr. Asher responded that as of today, there are only EF Johnson and Motorola brand portables on the state system. Once P25 is implemented, though, this will open the use of various models of radios that will be cheaper. The State QPA allows local users to purchase either the Motorola or EF Johnson radios along with provided accessories and services.
- b) Remaining 2016 meeting dates:

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](mailto:jsheppard@ipsc.in.gov).

- c) Hearing no other business, Chairman White adjourned the meeting of IPSC at 2:55 p.m.