Meeting Minutes
Integrated Public Safety Commission Quarterly Meeting
March 19, 2019

1.) Welcome:
   a. Major Mike White welcome. It was determined not enough members for a quorum so no votes taken.
   b. Congratulations Kelly, first meeting as Executive Director
   c. Items #2 & 3 on the agenda will be skipped; a quorum is not present.
   d. Both legislators were absent because of being in session- talk of moving the meetings to Friday, at least the March meeting.

2.) Executive Director's Report - Kelly Dignin
   a. 100% committed to the IPSC staff
   b. Agency Goals 2019
        i. Staff Development
        ii. 2019 Year of Training- Mike Watkins is our Training Director-he will have a busy year.
        iii. Complete an SOP reviews with the agency mission & future in mind.
        iv. We will develop a COOP/Succession Plan for our agency.
        v. Technology Advancements – improving coverage
             1. AT & T improving coverage
             2. APP store preview - Thursday
        vi. We sent out a survey to our public safety agencies asking to identify their communications wants and needs. We will build an outreach program based on the Survey results.
             a. We are prepared to conduct a Conference (Fall) and 6 workshops to meet their needs.
        vii. IPSC will be working with ISP to evaluate the Microwave upgrade. We will look at the feasibility of replacing it with fiber.
        viii. LMR – LTE
        ix. Date sharing project – (ShareIN) Data sharing initiative that will allow disparate CAD/RMS vendor to share data.
             1. April, 9, 2019 is our kickoff meeting.

3.) Logistics Report – Doug Cochrane
   a. Microwave – continuation to tweak performance of the microwave system to accommodate loads of various items.
   b. Land Mobile Radio (LMR) System
        i. Completed Projects:
             1. **Floyd County.** 2 Sites, 5 Channels
        ii. Working Projects:
             1. Site Adds

a. **Porter County** – 5 Site, 12 Channel Simulcast, 700 spectrum. Still working with AT&T on connectivity.
      i. Connection of their Console system to the P25 core. Connectivity is in and being tested.
   b. **Delphi (Carrol County):** 1 Site, 5 Channel. Site equipment installed. Antenna work completed.
   c. **Elkhart County**: 5 Site, 12 Channel simulcast in 700 spectrum. – Awaiting DDR.
   d. **Henry County**: 2 Site, 6 Channel. -700 band – Motorola to get customer approval on these sites.
   e. **Brown County**: 1 Site, 5 Channel. – Awaiting approval of the Indian tribes to proceed with tower construction in Bean Blossom. Surveying/Geo study for tower base in process.
   f. **White County**: 1 Site, 6 Channel. – Lake Freeman equipment is being installed and connectivity is on order.
   iii. Wireline Console adds
      1. **Huntington County** – 5-infrastructure is being installed and connectivity is on order
      2. **Hendricks County**
         a. Data over the Air – Moto P1 CAD statuses, messaging and Emergency locations
         b. Genesis system to provide push to talk data for Computer Aided Dispatch system.
         c. Link is mixed IDACS and radio system data. Awaiting Hendricks/Marion County to hit next milestone. IPSC complete until the circuit is delivered to start testing.
         d. Link may evolve to carry statuses and messaging along with emergency locations over time.
   c. Project proposals under review
      i. Wireless Console Adds
         1. **Columbia City-6**
         2. **St. Joseph County**
            a. Data over the Air-Moto P1 CAD statuses, messaging and Emergency locations
   d. Continue to have multiple conversations about agencies encrypting their radio traffic. The goal is to make sure that we can remain a voice interoperable radio system.
4.) Operations Report – Kelly Dignin (John Asher off on medical leave)
   a. Field services – reclassification of staff is complete, pay raises received. Now 4 positions open. Working with IVY Tech to fill.
   b. Communications Tech Center (radios shop, CTC) 3463 job completed, over 16, 000 miles driven.
   c. Building templates, aligned radios: SAVING MONEY
5.) CAD/MDD Systems Report – Isaac Sprague
   a. Major CAD 10.7 upgrade – 13 enhancements

    b. MDD 10.12 – users able to push logs to server- game changer!!!

    c. Ticket review

    d. Operational projects

        i. User group meeting in Indiana

        ii. Deployable CAD/MDD system

        iii. ICE server (purging)

        iv. Reviewing applicants for open Data Tech position

    e. GIS Training – Jon Allen and Aaron Shaw attended in Little Rock

    f. Instructor certifications – Allen, Shaw & Sprague

    g. Contact the MADDEN center with and questions or training needs.

6.) Statewide Interoperability Coordinator - Sally Fey

    a. IPSC Mission – IPSC'S mission is to facilitate statewide public safety communications between local, state and federal public safety agencies. Our goal is to save money and save lives by minimizing the financial and technological barriers to interoperable communications.

    b. IPSC Programs & Functions

        i. Systems

            1. 700/800 Voice System

            2. Microwave System

            3. Statewide CAD MDD System

            4. FirstNet

        ii. Training, Outreach & Planning

        iii. Response & Recovery

    c. Top Team 2019 Goals - TRAINING

        i. Align Communication Unit (COMU) for training county and regional response

            1. COML Class

            2. COMT Class

                a. COMT Taskbook/qualification process

                b. COMT Train-the-trainer class

            3. Communications Unit Exercise (COMMEX)

        ii. Develop/Deliver Tactical Communications Training

        iii. IPSC Staff Development

            1. Earthquake Planning – agency response

            2. Amateur Radio

            3. MIRS setup and development

        iv. OUTREACH – continue to provide first-class customer service

            1. Agency survey

            2. Continue District meetings/adapt to changing governance structures

            3. Regional Meetings/webinars

            4. Statewide Conference – September 2019

            5. Overhaul website

            6. Continue to expand social media/partnerships with other agencies

        v. PLANNING

            1. Integrate data recovery into response planning

2. Complete agency COOP Plan and exercise plan
3. Complete Procedures Manual
4. LMR to LTE
5. Data Sharing
vi. RESPONSE & RECOVERY
1. Integrate FirstNet as a communications tool
2. 205/Comms Plans for large events
3. Local liaison to EMA'S and PSAPS
4. IMAT participation
vii. Statewide Interoperable Executive Committee quarterly meeting was held 3/19/2019
1. Discuss programs, policies, best practices.
2. Working groups
d. Grant Update – Andre Baughn
1. Grants for equipment needed
7.) **Kelly Dignin**
a. Congrats to Sally and her daughter for getting HAMM Radio License
8.) **Major White**
a. Agenda item #3 (Steve Cook Resolution) will be voted on next meeting; keep Steve in your thoughts.
9.) **Major White-Other Discussion**
a. Next meeting: June 18, 2019
b. Meeting adjourned 2:20pm

Commission members in attendance:

Major Mike White, Kelly Dignin, Jason Carroll, Brian Jones, Tim Smith, Mike Diekhoff

Correction to 12/18/2019- Brian Jones was NOT in attendance