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

Meeting Minutes
Integrated Public Safety Committee Quarterly Meeting
Tuesday, September 18, 2018

1) **Welcome**
    a) Chairman Dave Vice, Integrated Public Safety Commission, proxy for Douglas G. Carter, Indiana State Police Superintendent, called the Integrated Public Safety Commission meeting to order at 1:35 p.m., Tuesday, September 18, 2018. Commissioners present were: Senator Michael R. Crider; Brian J. Jones, LeMay Enterprises; Tim Smith, Chief, Vincennes Twp. Fire Department; Michael Pavey, FBI Telecommunications Manger; Mike Diekhoff, Chief, Bloomington Police Department; and Jason Carroll, Director of Public Safety, Ivy Tech Community College. Chairman Vice welcomed all in attendance, and with a quorum attained, turned to the agenda items.

2) **Adopt Minutes from Tuesday, June 19, 2018**
    a) Chairman Vice called a motion to adopt the minutes of the June 19, 2018 meeting; so moved by Commissioner Smith, seconded by Commissioner Carroll; unanimous adoption.

3) **Executive Director's Report**
    a) IPSC Executive Director Dave Vice provided the Commission with an Executive Director's report.
        i. Mr. Vice continues to work with the Governor's office to fill the County Commissioner vacancy. They have selected a County Commissioner and are currently waiting on his/her acceptance of the position.
    b) P25 Upgrade & Migration:
        i. P25 Radio Equipment QPA Status – continue to work with the Indiana Department of Administration (IDOA) on a P25 equipment QPA. IDOA is sending vendor contracts at this time.
        ii. The Utah Communications Authority has requested to meet with IPSC to discuss the P25 process Indiana went through; to discuss legal, contractual and radio testing processes. They are currently considering implementing a radio system similar to Indiana and are looking for best practices.
    c) Active Radio Projects:
        i. Porter County – is setting up a 5-site simulcast. Two sites are complete. They are currently awaiting finalization of talk groups before programming the radios. They plan to build a new 9-1-1 Center in 2019.
        ii. City of Elkhart – the City added two channels that went live prior to July 4th.
        iii. Floyd County – adding two sites with a target completion date of the end of 2018.
        iv. Decatur County – one site complete and now on air.
        v. Brown County – approved to add one site.
        vi. Potential projects –
            1. White County was approved to add one site last night.
            2. Henry County is adding 2 sites.
            3. Jennings County is considering adding one site.
            4. Monroe County is considering adding 1-2 sites.
            5. Carroll County is adding one site as early as this Thursday – the significance of this site is that it is at Delphi.
            6. Randolph County is considering adding 2-3 sites.

7. Plan to continue working with IU East, Wayne County and Adams County to add sites.

d) BMV Revenue:

   i. July was the start of the fiscal year and revenue is up $125,000 from the previous two months this time last year.

e) FirstNet Briefing:

   i. The quarterly status meeting regarding network buildout occurred recently. There are a total of 32 new sites planned and IPSC has negotiated an additional 23 with AT&T/FirstNet to get a total of 55 sites added over the five year buildout. AT&T/FirstNet have 22 site locations approved and 12 leases signed. Two of the sites approved this year are in Speedway and Solsberry.

   ii. There are more than 1,000 FirstNet subscribers in Indiana. The network has proven useful in more than one situation since implementation. IPSC used the FirstNet system at the Terra Haute Air Show, where the weather played havoc with parking. There was backup on all county roads, I70 and US Hwy 40. The commercial network became overloaded but public safety were able to continue communications on the FirstNet network.

   iii. FirstNet is now providing service at IU campuses and Purdue University.

   iv. AT&T continues to work towards building a Distributed Antenna System (DAS) in the Indiana Government Center.

   v. Chairman Vice reported that SWIC Sally Fay, CIO Dewand Neely, and Statewide 911 Executive Director Ed Reuter attended the National Governors Association Workshop for Enhancing Public Safety Communications. Topics discussed were increasing the efficiency of the SIEC and creating continuity at the state level. IPSC plans to create three SIEC Subcommittees, in order to focus on specific problems. The three subcommittees will be Communications, Grants and Technology.

   vi. Chairman Vice commented that when agencies are making the decision of choosing a broadband carrier, to take into consideration the coverage available in the area. AT&T/FirstNet continues to build out its network, as mentioned previously.

   vii. Chairman Vice commented that IPSC continues to work with the Lt. Governor's Office on Rural Broadband. The Federal Communications Commission has awarded more than $29M in funding over the next ten years to increase broadband speeds for 24,530 locations throughout the state.

   viii. Chairman Vice commented that he served on the committee that developed the 2018 Indiana School Safety Recommendations to the Governor. One of the recommendations given was "Direct the IPSC to develop a tool for schools to be able to self-evaluate their communication capabilities and processes".

4) **Logistics Report**

a) Doug Cochrane, IPSC Logistics Director, presented a microwave system update.

   i. The P25 system went through the first software upgrade agreement (SUA) upgrade as part of the maintenance contract. There was minimal end user interference due to the upgrade. IPSC also made a concerted effort in the area of outreach for the 700 MHz programming. This was included in the 2014 original instructions for the P25 effort.

   ii. Finalized the microwave contract earlier this year. Purchased new routers to replace out of support equipment in the system. They are in the process of updating the software for the radios in the south.

   iii. Attended the Federal Partnership for Interoperable Communications (FPIC) subcommittee meeting on Inter-RF Subsystem Interface (ISSI). It was determined that there is a need to publish a best practices document along with instructions on how to begin planning. Also participated in the encryption for the voice and data links subcommittee.

b) Grephen Latif, Sr. Communications Analyst with the IPSC Network Operations Center (NOC) presented a 3rd Quarter logistics report.

   i. IPSC System Growth – Progress Report:

1. Total number of P25 I.D.s issued to all 92 counties YTD = 64,036
2. Total number of P25 I.D.s issued to state and federal agencies YTD = 17,028
3. Grand Total – P25 I.D.s assigned and issued YTD = 81,064
4. A yearly stats comparison shows that the grand total of P25 I.D.s issued from September 2017 to September 2018 increased by 9,408.
5. The total number of P25 I.D.s allocated is 128,000, so the system is currently operating at 63% of total capacity.
6. Processed 4,608 IPSC I.D. changes so far this month with a total projection of 6,000 by the end of the year.
   ii. IPSC P25 System Wide Stats – YTD:
      1. Devices configured – from September 2017 to August 2018 81,101 IPSC I.D.s were assigned with 40,712 total devices used. The ratio between devices configured and devices used mean value = 51.86% of the radios are in use in any given month.
      2. Group Calls/Group Busies – from September 2017 to August 2018 there were approximately 13,393,643 group calls per month with a monthly average of 12,363 busies. The group call to group busy ratio is about every 1,082 calls to 1 busy group call.
      3. Control Channel Availability – average is 99.68% reliability.

5) **Operations Report**
   a) John Asher, IPSC Field Operations Director, presented the Operations report.
      i. Supervisor Merle Garber retired last Friday after 50 years of service to the State of Indiana.
      ii. Currently have kept busy with assisting Motorola on adding new tower sites across the state. Also had staff working on getting radios ready for the Federal Emergency Management Agency (FEMA) Emergency Management Assistance Compact (EMAC) request.
      iii. Made some headway on employee salaries. Mr. Asher has been working with IPSC Executive Director and Controller on this issue.
      iv. Continued dealing with HVAC issues at various sites.
      v. The technicians have continued working with ISP & INDOT programming radios in the Lowell, Elkhart and South Bend districts.
      vi. Started the project calendar for 2019. Asked technicians to visit all 174 sites at least once per quarter to check generators, propane levels and check the security of the site.

6) **CAD/RMS System Implementation Report**
   a) Kelly Dignin, CAD Administrator with the MADDEN Center, presented a CAD/RMS system overview.
      i. Held a user group conference at the end of July in partnership with Ivy Tech Community College in Lawrence. There was approximately 200 personnel from Kentucky, Mississippi, Alabama, South Carolina and Maryland. Special thanks to Commissioner Carroll for his partnership with the Madden team to host this event.
      ii. Hired Aaron Shaw as the GIS Administrator. He was previously doing mapping for the Indiana National Guard and IPSC is lucky to have him.
      iii. Computer Aided Dispatch (CAD):
      iv. Currently in the process of the CAD 10.6.3 upgrade which offers 100+ bug fixes, Person's tab, Schedule Module and CAD to Map workflow improvements. State Agencies and Locals 2 have successfully completed the upgrade. IPSC will be onsite during upgrades to answer any questions and assist as needed. Scheduled upgrades to occur Wednesdays after rush hour.
      v. Mobile / Pocket Cop / ICE:
         1. Upgrading agencies to Mobile 10.11 and ICE 8.8.
      vi. Conducted a ticket review and found that RMS has the most tickets at 133, followed by Mobile at 125 and CAD at 118. Tickets by agency showed that ISP had the most at 133 followed by Brown County Sheriff's Office at 53. Brown County

Sheriff's Office's high ticket number is largely due to lack of training on the system so IPSC will be in Brown County next week conducting training on CAD Mobile and Records Management System (RMS).

vii. 108 people participated in a RMS survey, a majority of the participants are from county agencies. Created the survey in order to obtain feedback on the use of the Caliber Public Safety Records Management System from the current users in Indiana. Provided a PowerPoint that shows the results of this survey. The largest complaint on the system was the inability to interface with the National Crime Information Center (NCIC) and other databases.

viii. Commissioner Smith asked who was responsible for training on the system. Ms. Dignin replied that everyone has a role in this. Caliber is responsible for training during deployment but the end user has the responsibility to maintain training with new employees. The budget isn't always there for locals to conduct this training, which is where the MADDEN team can help. All MADDEN employees are certified trainers and can provide training for free. This is still difficult to complete as it requires pulling employees away from their regular duties.

ix. The MADDEN Center can be contacted 24/7 at 317-234-9686 or maddencenter2@ipsc.in.gov.

7) **Statewide Interoperability Coordinator (SWIC)**
   a) Sally Fay, the Statewide Interoperability Coordinator, presented a Training, Outreach & Planning (TOP) report.
      i. Training Update (3rd quarter):
         1. The three members of the TOP team are hosting a COML class today, so Ms. Fay will provide their updates as well as her own. The TOP team also offers free training on demand. During the third quarter of 2018 the team provided training to 60 students in the areas of Pursuit Training (EVOC), Radio Training and COML. The team also provided radio system training across the state.
         2. Year to date, IPSC has provided training to 225 individuals in the areas of Pursuit Training (EVOC), Radio Training, COML and COMEX.
         3. Held a Communications Unit (COMU) Workshop on June 19th. Discussed making the COMU more of a function at the state and regional level. A major focus of the conversation was how to implement IT positions into the COMU plan.
      ii. Outreach program statistics (3rd quarter):
         1. Attended 12 District Planning Council, Task Force and Communications Meetings.
         2. Agency meetings – held more than 150 agency meetings (EMA/Fire/Police, etc.) with the district and local agencies. Held 41 state agency meetings.
         3. Overall they reached more than 550 local stakeholders.
         4. IPSC continues with their 2018 Road Trip. Districts 10, 4 and 5 road trips are coming up in the remainder of 2018.
      iii. Response & Recovery (3rd quarter)
         1. Provided technical assistance for Floyd and Harrison County during tornado touchdown.
         2. Conducted a four-day deployment as COML to Terre Haute Air Show.
         3. Participated in the 2018 State Level Exercise (SLE) as the COML for SLE controller/evaluator branch.
         4. Focus on school safety: Scott County, Shelby County and Dubois County each had full-scale exercises – active shooter scenarios.
         5. Participated in the Marion County Table Top Exercise which was a Haz-Mat scenario.
         6. Also participated in numerous local festivals and events to support local First Responders and provide updates.
      iv. Datacasting Update

1. Indiana continues to participate in a datacasting pilot project with the Department of Homeland Security Science and Technology Division. Datacasting is the use of public television bandwidth for sending video one way. The pilot project is taking place in Adams County and will connect school cameras to the Public Safety Answering Point (PSAP). Scheduled the pilot project for October 24th.

8) Other discussion
   a) The next meeting date is December 18th.
      i. IPSC Commission meetings will be held at the Indiana State Police Museum located at 8660 E. 21st Street, Indianapolis 46219.
   b) Chairman Vice reminded members of his retirement at the end of the year, Superintendent Carter will be meeting with Mr. Vice to discuss the process of his replacement.
   c) Hearing no other business, Chairman Vice adjourned the meeting of IPSC at 2:56pm. December 18th is next meeting.