



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, September 19, 2017

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, September 19, 2017. Commissioners present were: Tim Smith, Chief, Vincennes Twp. Fire Dept.; Senator Michael R. Crider; State Representative Randy Frye; Jason Carroll, Director of Public Safety - Ivy Tech Community College; Mayor David Uran, City of Crown Point and Michael Grzegorek, St. Joseph County Sheriff. Members present thru Webex were: Christopher Nodine, Asst. Fire Chief-Paramedic, Pendleton Fire and Ambulance; and Brian Jones, LeMay Enterprises. Chairman Carter welcomed all in attendance, and with a quorum attained, immediately turned to the agenda items.

2) Adopt Minutes from Tuesday, June 20, 2017

- a) Chairman Carter called for a motion to adopt the minutes of the June 20, 2017 meeting; so moved by Commissioner Smith, seconded by Commissioner Grzegorek; unanimous adoption.

3) Statewide Interoperable Communications Executive Committee (SIEC)

- a) Sally Fay, SWIC (Statewide Interoperability Coordinator) presented an SIEC report.
 - i. SIEC – Ms. Fay explained that the quarterly SIEC meeting had been postponed until the following week due to a delayed response to the FirstNet state plan questions and comments. Ms. Fay then introduced Jim Jarvis, the FEMA Region 5 representative from the Office of Emergency Communications (OEC). The OEC is the agency that directs and guides the Interoperable Communications Assistance Technical Program.
 - ii. Mr. Jarvis discussed the SafeCom Nationwide Survey. This survey is awaiting approval from the Office of Management & Budget before being released. Region 5 has pulled a sample listing of local agencies covering various demographics across all jurisdictions and disciplines. Region 5 has identified just under 3,000 agencies in this sample with 406 being from Indiana.

- iii. Mr. Jarvis will be working with Ms. Fay as well as the State 911 Director and the IN Dept. of Homeland Security (IDHS) Regions to encourage as many local agencies as possible to participate with this survey.

4) Executive Director's Report

- a) Dave Vice, IPSC Exec. Director, provided the Commission with an Executive Director's report.
- b) P25 Upgrade & Migration:
 - i. P25 Upgrade & Migration – IPSC has been working with the IN Dept. of Administration (IDOA) on an RFP for manufacturers of Digital P25 CAP compliant radios. This RFP was completed and released last Friday with the intent of incoming proposals to be evaluated, and maximizing the choice of QPA vendors in the state system other than Motorola, E.F. Johnson, and Harris (InterAct). This QPA should be available by January 2018 creating more choices for local agencies.
- c) Active Radio Projects –
 - i. Steuben County – adding 5 sites by early 2019
 - ii. Porter County – adding 3 sites by early 2019
 - iii. LaPorte County – adding 3 sites by early 2019
 - iv. Notre Dame – adding 1 site in St. Joseph County by early 2019 – IPSC has been providing the mobile site on wheels (MIRS) during home games to help with coverage and interoperability.
 - v. Mr. Vice discussed the counties adding sites for the Commissioners to be aware of costs. When a county decides to add a site, that cost goes to the county, but the State agrees to pay for all maintenance costs. For example, the yearly maintenance cost for the one site at Notre Dame will be approximately \$4,000. Steuben county's 5 sites will cost approximately \$290,369.00 a year; Porter county's approximate cost will be \$221,905.00 and LaPorte county's will be \$199,000.00
- d) FirstNet LTE Broadband Project –
 - i. State Plan comments were submitted to FirstNet on August 4th. The FirstNet State Plan evaluation process included IPSC meetings with 10 different IDHS districts contacting approximately 450 local and state agency personnel. This included 5 workgroups with subject matter experts meeting weekly for five weeks. A statewide survey was also utilized to evaluate the current coverage in local areas. Weekly meetings were held as well with AT&T and FirstNet. The Crowe-Horwath evaluation team was then instrumental in compiling hundreds of comments and edits to assist with the submission of the State Plan to FirstNet.
 - ii. Projected FirstNet timeline –
 - a. The revised State Plan was set to be delivered to the Governor by Sept. 19th, but will be delayed a week
 - b. Final State Plan delivered to Governor by end of 2017.

- c. 90-day opt-in/opt-out decision by the Governor
- d. The IPSC Commissioners will receive a copy of the plan to review. IPSC plans to put out an RFP to see if any outside vendors interested in working with the State to develop our own LTE Broadband
- e. 19 states and 2 territories have opted in including Michigan and Kentucky. Mr. Jarvis added that Idaho and Maryland have opted in as well.
- iii. Presentations – Mr. Vice did a presentation last week for the IN Assoc. of Chiefs of Police. Next week, he will be presenting at the IN Environmental Assoc. and the IN Emergency Response Conference.
- e) Contacts –
 - i. Today, Mr. Vice participated in a listening session with Congresswoman Susan Brooks and FCC Chairman Ajit Pai regarding NG911 at the Hamilton County Communications Center.
 - ii. IPSC and Motorola have been working with several departments to bring their agencies onto the system:
 - a. IN Dept. of Corrections – their Westville, Wabash Valley, Plainfield and Miami facilities
 - b. Schererville/St. John in Lake County
 - c. Fort Wayne/Allen County – ISP used a talkgroup to assist with coverage problems
 - d. Evansville/Vanderburgh County – new radio system/ interoperability
 - e. Monroe County – coverage/talkgroup usage
 - f. Purdue P.D. – worked with Chief Cox and President Daniels on radio programming interoperability
 - f) Chairman Carter asked Commissioner Uran if Schererville and St. John are operating independently. Commissioner Uran explained that they are and the 911 system is working well.
 - g) Mr. Vice announced they just heard that Texas has opted in.

5) Logistics Report

- a) Grephen Latif, Sr. Communications Analyst for the IPSC Networks Operations Center (NOC) presented a microwave system update on behalf of Doug Cochrane, IPSC Logistics Director, as well as the logistics report.
- b) Microwave System -
 - i. IPSC continues to explore ways to optimize and provide training/ support for the microwave system. IPSC is currently pursuing procurement options with Nokia.
 - ii. Mr. Cochrane and Alex Whitaker, NOC Communications Analyst, attended the APCO Conference in August which took place in Denver. The conference pursued information from various vendors which included Unication Pagers. New capabilities now exist to work on our radio system; IPSC will start trials soon.

- iii. IPSC is also looking into acquiring CommShop 360 to manage radio I.D. inventories. Also looking at software by Genesis which will advance the P25 radio system's reporting performance.
- iv. Mr. Cochran also attended the National Motorola Trunking Usergroup (MTUG) meeting. Discussions included radio user issues and Solutions from across the country.
- v. P25 training – 7 IPSC staff members attended a week long Motorola P25 training at the Motorola headquarters last month. Staff plan to attend three additional future P25 trainings.
- vi. IPSC continues to work on interoperability across state lines.
- c) NOC Report:
 - i. Total number of P25 I.D.s issued to all 92 counties = 46,679
 - ii. Total number of P25 I.D.s issued to state & federal agencies = 12,883
 - iii. Grand Total – P25 I.D.s assigned and issued YTD = 71,656

6) Operations Report

- a) Mr. Vice presented the Operations report on behalf of John Asher, IPSC Field Operations Director.
- b) INDOT purchased 400 radios while ISP purchased 85 new mobiles in which radio shop techs have been busy programming and writing new templates. Mr. Vice commended IPSC's controller, Dhiann Kinsworthy-Blye on her efforts to obtain approval to use an existing QPA for microwave system purchases. This will expedite microwave repairs and emergency equipment purchases.
- c) Techs have also been involved in several local events throughout the state utilizing the site on wheels.
- d) Continue to work with the State Personnel Dept. on recruiting new techs. IPSC is still down 2 techs with a few techs ready to retire by the end of this year. Qualified techs are difficult to find with the starting pay the state offers. Currently the radio techs are being cross-trained to work on both radio and microwave.
- e) Several site projects have been completed and new dish covers for the microwave system have been replaced. New charging units have been purchased and are being installed at microwave sites. Continue to work with Motorola on alarm issues at the sites. Recent warm temperatures have caused additional HVAC repairs, but there have been very little generator issues to report.

7) Planning & Training

- a) Ms. Fay introduced Mike Watkins, IPSC Training Coordinator, to present the Planning & Training update.
- b) Training Update (3rd quarter) -
 - i. These are the various classes held thru the 3rd quarter:
 - a. COML All Hazards Communications Unit Leader Course
 - b. Communications Exercise Train the Trainer Course (this allows us to conduct our own Communications Exercises)

- c. Pursuit Training for dispatchers with the ISP Recruit class
- d. IPSC Pursuit Training; COML and CPS/Radio Programming courses have been put on the IDHS Acadis portal which allows the training records to be part of their official training record. This will also be a big part in the developing Tele Communicator Standards.
- ii. Work continues with IDHS to develop the Continuity of Operations Planning template.
- iii. Also working with IDHS making necessary edits to the first draft of online radio training.
- iv. Working with several agencies helping to develop Site Trunking Policies/Plans.
- v. Quarterly IPSC staff trainings continue as well.
- vi. 3rd quarter statistics include 15 total classes with a total of 148 students. YTD totals include 32 total classes with a grand total of 429 students.
- vii. Datacasting – working with IDHS and Federal Dept. Homeland Security Science and Technology on a pilot program for datacasting which is the use of public broadcasting stations' equipment to have the ability to send out data or video for school safety. A kick off meeting was held last week, and IPSC, IDHS and the Federal Dept. of Homeland Security have signed an MOU to launch this program. There is no cost to the State of Indiana for this program.
- c) Outreach program statistics (3rd quarter) - Ms. Fay presented an overview of the outreach program on behalf of Tyler Clements, Outreach Coordinator:
 - i. Andi Baughn, new Outreach Coordinator, was introduced to the Commission. Ms. Baughn comes from DHS District 5 and also worked as a dispatcher in Johnson County.
 - ii. Continuing day to day outreach efforts to local, county and state agencies
 - iii. IPSC staff provides representation on many boards/jurisdictions:
 - a. APCO/NENA – Mr. Watkins serves as Vice President for the IN Chapter of APCO; Doug Cochrane also serves on the board along with Alex Whitaker who serves as the state's frequency coordinator.
 - b. State Qualification Review Committee
 - c. 911 Training Board
 - d. State Homeland Security Grant Program
 - iv. Social media – Mr. Clements has kick started the Outreach team's social media program and now has several followers on Facebook. Ms. Fay thanked Commissioner Frye for his support and assistance. Thru social media, the daily reach has increased to 97% from September 9th – September 15th.

- d) Response & Recovery (3rd quarter) -
 - i. IPSC serves as the ESF 2 Lead in the State Emergency Operations Center which focuses on communications response and recovery. Mr. Clements is the Communications Unit Leader (COML) on the state's Incident Management Assistance Team (IMAT) and is currently on standby for possible deployment to Texas or Florida.
 - ii. Two meetings have been held regarding Indiana/Ohio Cross Border Communications. There will be one field test day for an upcoming Exercise with Ohio BSSA Vehicle.
 - iii. Participated in Earthquake Preparedness meetings – there is a meeting this Friday to discuss plans for earthquake response.
 - iv. Assisted and participated in the Threat and Hazard Identification Risk Assessment (THIRA) with Ohio.
- e) Outreach & Training 2018 Goals –
 - i. Focus on customer service
 - ii. Updating procedures
 - iii. IPSC office days – IPSC staff will visit communities
 - iv. Statewide Communications Interoperability Plan (SCIP) Plan
 - v. Updating the IPSC website
 - vi. Communications Unit working group – plans for using the Incident Management System such as COML and ham radio resources.

8) CAD/RMS System Implementation Report

- a) Kelly Dignin, CAD Administrator with the MADDEN Center presented a CAD/RMS system overview.
- b) CAD-Mobile update –
 - i. The CAD is made up of four large databases – ISP CAD; State CAD; Local CAD 1; and Local CAD 2. These databases are being upgraded to the latest CAD version 10.5.2. Upgrades were performed a few weeks ago on Locals CAD 2 in Tell City, Washington County. Locals CAD 1 will be upgraded this week and DNR happened this morning.
 - ii. The Mobile system will be upgraded once the CAD system upgrades are complete. New features will be added with this upgrade benefiting officers who use the system. Only one password will be needed to log into both Mobile and RMS. The CAD and Mobile will now communicate together seamlessly.
- c) Mobile Training –
 - i. Thru the month of September, Ms. Dignin's team has been assisting ISP with Mobile training throughout the state.
 - ii. Upcoming User Group meetings: November 1st – Ohio FirstNet; November 14th-18th – Harris Conference
- d) Ms. Dignin introduced her new MADDEN Center team member, Isaac Sprague. His background includes dispatching in Howard and Miami counties; reserve Greentown P.D. officer and the Galveston Fire Dept.
- e) Commission Smith asked if there will be a fire RMS in the future to tie into the CAD/RMS system. Ms. Dignin explained that fire will have a

tenant separate from law enforcement tenant. Commissioner Smith added that since fire needs to report to IDHS, report their EMS/trauma calls to the IN State Dept. of Health and wild land fires to DNR, a one touch call with this system would be beneficial to fire departments.

- f) Chairman Carter made two comments – first, the P25 was originally criticized that the system would be too complicated and not work. Chairman Carter said that couldn't be farther from the truth. Secondly, the RMS was criticized as well, but users have welcomed this new system and engaged in the entire process. Chairman Carter credited Ms. Dignin and her team for this success, and expressed his appreciation to the entire IPSC staff.
- g) The MADDEN Center can be contacted at 317-234-9686 or maddencenter2@ipsc.in.gov.

9) Other Discussion

- a) 2017 Meeting dates remaining:
December 19th

These meetings will be held at the Indiana Government Center Complex (Room TBD). Please contact Julie Sheppard for additional information – jsheppard@ipsc.in.gov.

- b) Hearing no other business, Chairman Carter adjourned the meeting of IPSC at 2:40 p.m.