

605—10.4(34A) 911 service plan.

10.4(1) The joint 911 service board shall be responsible for developing a 911 service plan as required by Iowa Code section 34A.3 and as set forth in these rules. The plan will remain the property of the joint 911 service board. Each joint 911 service board will coordinate planning with each contiguous joint 911 service board. A copy of the plan and any modifications and addenda shall be submitted to:

- a. The department.
- b. All public and private safety agencies serving the 911 service area.
- c. All providers affected by the 911 service plan.

10.4(2) In addition to the requirements in Iowa Code section 34A.3, the 911 service plan shall include:

- a. The mailing address of the joint 911 service board.
- b. A list of voting members on the joint 911 service board.
- c. A list of nonvoting members on the joint 911 service board.
- d. The name of the chairperson and of the vice chairperson of the joint 911 service board.
- e. Maps of the 911 service area showing boundaries for all of the law enforcement agencies, firefighting districts, and ambulance and emergency medical service areas. The location of each PSAP within the service area shall be uploaded and maintained within the program's online NG911 GIS database via the process described in Iowa Code section 10.12(1) "f."

10.4(3) The requirements listed in paragraphs 10.4(2) "b" through "d" may be updated annually via the process described in subrule 10.3(1).

10.4(4) All plan modifications and addenda shall be filed with, reviewed, and approved by the 911 program manager.

10.4(5) The 911 program manager shall base acceptance of the plan upon compliance with the provisions of Iowa Code chapter 34A and the rules herein.

10.4(6) The 911 program manager will notify in writing, within 20 days of review, the chairperson of the joint 911 service board of the approval or disapproval of the plan.

- a. If the plan is disapproved, the joint 911 service board will have 90 days from receipt of notice to submit revisions/addenda.
- b. Notice for disapproved plans will contain the reasons for disapproval.
- c. The 911 program manager will notify the chairperson, in writing within 20 days of review, of the approval or disapproval of the revisions.

10.4(7) The program manager may maintain a template of minimum service plan requirements on the department's website.

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