

Chester J. Culver
Governor
Patty Judge
Lt. Governor



Eugene T. Meyer
Commissioner



TO : Mr. Mike Marshall, Secretary of the Senate
Mr. Mark Brandsgard, Chief Clerk, House of Representatives
Mr. Glen Dickinson, Director, Legislative Services Agency

FROM: ISP Capt. Todd Misel, Chair, Statewide Interoperable Communications System Board

DATE: January 26, 2009

RE: Second annual report of the Statewide Interoperable Communications System Board

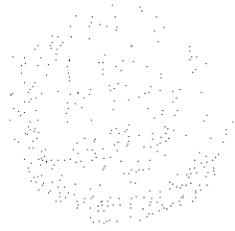
2007 Iowa Acts, House File 353, contained a provision specifying that the newly created Statewide Interoperable Communications System Board shall submit an annual report to the General Assembly regarding communications interoperability and associated board activities.

On behalf of the Statewide Interoperable Communications System Board, I hereby respectfully submit the second annual report, reflecting Board activity during calendar year 2008.

Please contact me if you have any questions or concerns regarding this report.

cc: Senator Tom Hancock, Iowa Senate (HF 353 Senate floor manager)
Representative Bob Kressig, Iowa House of Representatives (HF 353 House floor manager)
Syeta Glanton, IGOV
Dennis Hart, IDOM
Jennifer Acton, LSA
Cathy Engel, Senate Democratic Caucus Staff
Tom Ashworth, Senate Republican Caucus Staff
Anna Hyatt-Crozier, House Democratic Caucus Staff
Tony Phillips, House Republican Caucus Staff

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STATE DEPARTMENT
WASHINGTON, D.C.



TO: THE SECRETARY OF STATE
FROM: THE AMERICAN PEOPLE
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Report to the Iowa Legislature on the Status of the Iowa Statewide Interoperable Communications System Board Calendar Year 2008

Overview

During the first session of the 82nd General Assembly, the Iowa Legislature established a new Iowa Statewide Interoperability Communications System Board. (HF353).

2007 Iowa Acts, House File 353, created Iowa Code Section 80.28, which addresses the membership of the Board, and Section 80.29 identifies board duties.

The Iowa Statewide Interoperable Communications System Board (ISICSB) has been in existence for approximately two years. During calendar year 2008 there were **four changes** to the Board from local representation (new members appear below in blue font).

Name	Position	City
Ron Miller	At-Large Member	Fairbank
Sandy Morris	Communication Center Manager	Des Moines
Wendi Hess	Communication Center Manager	Woodbury County
Jeremy Logan	Municipal Police Department	Oelwein
Roxanne Warnell	Municipal Police Department	Gladbrook
Mark Freese	Fire Department	Davenport
Karlos Kirby	Fire Department	Des Moines Fire Dept.
Doug Bass	County Sheriff	Carroll County
Dina McKenna	County Sheriff	Story County

State Agency Representatives

Tom Boeckmann	Department of Public Health
Robert Younie	Department of Transportation
Mike Dreke	Department of Corrections
Todd Misel	Department of Public Safety
John Benson	Division of Homeland Security and Emergency Management
Jason Sandholt	Department of Natural Resources

Communications Interoperability Efforts

During 2008, the ISICSB worked on multiple issues including the issuance of an RFP to hire a consultant to assess the status of communications in the state of Iowa. Furthermore, they will write the next communications plan that will be equivalent to the plan written in the early 1970's. The plan will be based upon the scope of work as identified in the RFP (Appendix A).

The Board assembled a review team to examine and review the submitted proposals to be considered funding via the Public Safety Interoperability Communications (PSIC) Grant funds. There were 13 projects submitted, nine of which were fully or partially funded (Appendix B).

Activities

Board activities over the last calendar year are provided as Appendix B, which is presented as an on-going timeline. Updates to the timeline are published to the ISICSB website periodically. The current timeline is maintained at the following website: <http://www.dps.state.ia.us/ISP/Interoperability/index.html>. Meeting minutes, which provide a thorough account of all Board activity and deliberations, are also available on the ISICSB website.

Other activities include working closely with Federal Engineering, which is acting under contract as the Board's planning consultant. The scope of work, including all deliverables, is listed in detail in Appendix A.

Appendix A

The consultant shall provide the following elements to meet the obligations of the contract.

Overarching Elements

The consultant shall develop a detailed interoperable communications system design and implementation plan that includes and prioritizes voice, data, video, and enhanced 911 communications. Pursuant to the Iowa Communications Task Force definition: **Interoperability** is the ability for public safety and public services to talk and/or share data in real time on demand, when needed, and when authorized.

Planning Elements

The plan shall include traditional local, county, regional, state, tribal and federal emergency responders that operate within Iowa. Consideration shall also be given to contiguous states.

The plan shall include non-traditional emergency response agencies for the public and private sector. These would include but not limited to: county engineers, human services, municipal utilities, rural electric cooperatives, energy companies, education (primary/secondary/post-secondary) institutions, public safety organizations, hospitals and the health network system, and other entities that are identified during the planning process.

The plan shall detail a shared system infrastructure that will be based on local and state communications needs. It shall specify the creation of a statewide backbone to provide statewide coverage to state agencies. Additionally the plan shall detail how the backbone shall provide coverage to satisfy the needs of the localities.

The plan shall provide each entity with a migration path. This plan shall detail two options of migration.

1. Move entirely to the newly designed statewide system.
2. Keep their present equipment and use technologies to access the statewide system taking into consideration current infrastructure investments

The plan shall meet all federal and state planning requirements to include SAFECOM and the Public Safety Interoperable Communications (PSIC) Grant Program.

The consultant shall propose models of potential public/private partnership(s) venture.

Network Elements

The network shall include a standalone digital microwave system that is a fault tolerant dedicated system.

The network shall include a landline data transport network to function as a backup of the microwave network. The consultant shall consider utilizing the Iowa Communications Network in addition to other landline providers.

Voice Elements

The network shall operate in the 700 MHz spectrum band as designated by the Federal Communications Commission for use by public safety. Consideration shall be given to the 800 MHz spectrum for capacity and operational needs.

It shall be a standards-based Project 25 trunked system that will allow for interoperability, expandability, and on scene radio to radio communications.

Data Elements

The plan shall provide broadband data and may selectively utilize Wi-Max and Wi-Fi technologies taking into consideration future technology and the possibility of using the 700 MHz spectrum.

The plan shall provide a migration path for organizations that presently use mobile data and recommend options for those who do not currently use mobile data.

Video Elements

The plan shall detail how digital video transmission technologies can be used to broadcast from site to end location(s) in real time, and be integrated into the network.

911 Elements

The plan shall incorporate merging current and Next Generation 911 technologies and how to interface the product(s) with the proposed network. This shall include the usage of IP based technology to interface 911 elements with the voice, data, and video elements of the proposed system.

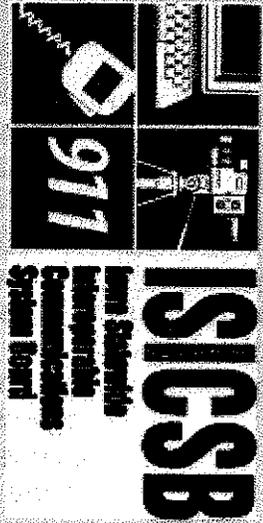
Implementation Elements

The plan shall provide a phased implementation process and prioritize the order of the elements. The plan shall take into account budgetary, political, and other elements as identified.

Additional Deliverables

1. The selected consultant shall provide, within 45 days of signing a contract, a tool for use by the Iowa Statewide Interoperable Communications System Board (ISICSB) for soliciting and evaluating local projects that would be eligible for PSIC funding. The tool shall be based on the PSIC guidelines and the proposed system.
2. The consultant shall provide to the ISICSB a public outreach plan and associated materials consisting of two separate elements.
 - 1) A description of the planning process and the benefits to be derived for all stakeholders. This shall be delivered within 45 days.
 - 2) Detail the various elements of the plan and specify options on how the stakeholders can participate. This element shall be delivered with the final plan.
3. The consultant shall assist the Region 15 (Iowa) Planning Committee in completing the State of Iowa 700 MHz Plan. This includes evaluating capacity requirements, capabilities, and determining the distribution of general pool licenses in the 700 MHz band. This work will be completed within 60 days of signing a contract.
4. Once the plan has been completed, the consultant shall write a system procurement and installation RFP that will be coordinated with the ISICSB.
5. The consultant shall provide the ISICSB monthly electronic reports on the status of the plan. This plan shall be completed no later than July 1, 2009.
6. The consultant shall provide a timeline outlining deliverables.

Appendix B



PSIC Grant Awards Announced October 29th 2008

Grant Applications	Project Total	Proposed Amount Requested	Proposed Local Match	Amount Awarded	Match Required	Project Total
Cerro Gordo/Franklin	\$1,988,780.00	\$1,435,492.00	\$563,288.00			
Dubuque	\$8,189,461.00	\$5,963,552.40	\$2,225,908.00			
Floyd	\$770,704.00	\$599,763.00	\$170,941.00			
Hardin	\$467,571.00	\$374,057.00	\$93,514.00	\$374,057.00	\$93,514.25	\$467,571.00
Jasper	\$2,981,580.00	\$2,436,336.00	\$545,244.00	\$1,600,000.00	\$400,000.00	\$2,000,000.00
Johnson	\$6,216,000.00	\$2,500,000.00	\$1,340,000.00	\$1,927,882.00	\$481,971.00	\$2,409,853.00
Linn	\$2,097,235.00	\$1,677,788.10	\$419,447.00	\$480,000.00	\$120,000.00	\$600,000.00
Plymouth	\$37,900.00	\$30,320.00	\$7,580.00	\$30,320.00	\$7,580.00	\$37,900.00
Polk	\$300,000.00	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$300,000.00
Scott	\$6,100,000.00	\$4,891,000.00	\$1,209,000.00	\$2,700,540.00	\$667,160.00	\$3,367,700.00
Shelby	\$452,745.00	\$362,196.00	\$90,549.00			
Story	\$3,817,800.00	\$3,054,240.00	\$763,560.00	\$358,400.00	\$89,600.00	\$448,000.00
Woodbury	\$6,218,000.00	\$485,000.00	\$5,733,000.00	\$300,000.00	\$5,200,000.00	\$5,500,000.00
TOTALS	\$39,637,776.00	\$24,109,744.50	\$13,152,031.00	\$8,071,199.00		\$15,131,024.00
			Total Available:	\$8,071,199.00		
			Funds not applied	\$0.00		

Appendix C TIMELINE



Interoperability – The ability of public safety and public services personnel to communicate and to share data on an immediate basis, on demand, when needed and when authorized.

April 2004 Governor Vilsack organized the Iowa Communications Task Force to address interoperability issues.

Members of the task force included representatives from the public and private sectors, law enforcement, fire, and EMS, administrators, engineers, users and vendors.

Oct. 2004 The Task Force presented their report to the Governor. The report included a recommendation for an interoperable communications system for voice, data and video that can be sustained, maintained and improved as needs change and technology allows. Three essential elements identified by the Task Force report were:

- Governance
- Standards/Technology
- Funding

The report also recommended that LEATAC take on the governance piece until it could be transitioned to a permanent authority.

Oct. 2005 LEATAC approved the governance board structure for a statewide interoperable communications system board to include:

- 1 Representative from the Department of Public Safety
- 1 Representative from the Department of Transportation
- 1 Representative from Iowa Homeland Security Emergency Management
- 1 Representative from the Department of Corrections
- 1 Representative from the Department of Natural Resources
- 1 Representative from the Department of Health
- Two Representatives from Local Law Enforcement
- Two Representatives from Fire/EMS
- Two Representatives from Emergency Communications
- Two representatives from Iowa Sheriffs
- One At-Large Member

Dec. 2006 CTA Communications (Lynchburg VA) was hired to:

- Assess the existing statewide emergency communications infrastructure (voice, data, video and 9-1-1).
- Present a conceptual system design for a statewide solution using a standards-based solution which provides integrated voice and data and offers video.
- Develop a migration path for a statewide interoperable communications system solution.
- Funding was provided from a Federal Homeland Security Grant

April 2007

House File 353 was signed by the Governor and is now in Iowa Code Chapter 80, sections 28 & 29

HF 353 established a statewide interoperable communications system board under the joint purview of the Department of Public Safety and the Department of Transportation.

This bill specifies that the board shall develop, implement and oversee policy, operations and fiscal components of communications interoperability efforts at the state and local level - coordinate with similar efforts at the federal level and ultimately develop and oversee the operation of a statewide integrated public safety communications interoperability system.

Sept. 2007

CTA Communications Report was finalized and presented.

CTA assessed the current state of emergency communications in Iowa using a detailed survey instrument that was sent to over 200 users throughout the State. Responses were received from 12 cities, 72 counties and eight state agencies.

The results of those surveys, in conjunction with a series of meetings held throughout the state, determined that Iowa's existing emergency communications radio infrastructure is comprised of outdated technology. Much of the VHF equipment, if not upgraded, risks becoming unusable after 2013 due to FCC narrow banding requirements. There are numerous disparate systems implemented across the state and, while various technologies are used to attempt to provide interoperability, the result is inconsistent and often non-interoperable systems are working side-by-side.

The State of Iowa needs to replace – not upgrade – the State Patrol and DOT radio system infrastructure in order to achieve the goals identified for a statewide interoperable radio system.

Key recommendations in the CTA study include:

- Utilize the new 700 MHz band, which will provide the quantity of structured channels needed for a statewide interoperable radio system.

- Implement a standards-based P25 trunked system for interoperability, expandability, options and competitive procurement.
- Implement a phased approach for the system roll-out, consistent with funding and desired prioritization of regional areas.
- Invite localities to join the statewide network concurrent with the phased build-out for state agencies. Localities can bring shared resources to the network and will have the benefits of voice and data plus true interoperability with other users.
- Use gateway technologies to insure that agencies using VHF, UHF and non P25 800 MHz will be able to interoperate within the system via selected channels or talk groups.
- Encourage the use of multi-protocol P25 700/800 MHz radios by localities or agencies that continue to use their existing 800 MHz trunked radio networks to allow them to achieve direct radio-to-radio interoperability with other users within the system.

Oct. 2007 First meeting of the Iowa State Interoperable Communications System Board (ISICSB).
Elected a Chair (Todd Misel) and Vice Chair (Dina McKenna).

Nov. 2007 Information on the PSIC Grant was presented to the Board. Iowa will receive approximately 10.9 million dollars. Approximately \$847,000 of that is to be set aside as a Strategic Technology Reserve (STR). Of the remaining approximately 10 million dollars, 80% is to be passed through to local projects.
In order to receive the PSIC grant funds – we must have a statewide interoperable communications plan and related investment justifications. The PSIC money that goes to local agencies is supposed to be for projects that fill identified gaps in interoperability. Without a plan, it's difficult to identify gaps... The Board voted to use the State's 20% on a consultant to develop a comprehensive statewide interoperable communications implementation plan based on the findings of the CTA Study.
All projects (except planning, training and coordination) require a 20% match.
The Board voted to form a committee to develop an RFP for a consultant to develop the detailed statewide interoperability plan. The committee used the results of the CTA Communications study as their guideline.
Committee members were:

Dina McKenna
Todd Misel
Bob Younie
Les Fish

Terry Martinsen
Eric Nevins
Randy Goddard

Dec. 2007 The Board submitted the Iowa Statewide Communication Interoperability Plan (SCIP) and the initial investment justifications to the U.S. Department of Homeland Security for review and approval. (The SCIP is basically Iowa's plan to plan. It will be used for grant funding and establishes some criteria which will be used in the final plan.)

Feb. 2008 The Board discussed the need to have a contact – one contact – in each county that could serve as a liaison between the Board and local entities. It was suggested that emergency managers would be a good option and, after discussion, it was decided that the homeland security regions would be a good place to begin funneling information down to the local level.

March 2008 Board members received training from the representatives of the Interoperable Communications Technical Assistance Program.

April 2008 The Iowa Statewide Communication Interoperability Plan (SCIP) was approved by the U.S. Department of Homeland Security.

May 2008 The RFP for a consultant to develop the interoperable communications plan was released. Representatives of the Minnesota system made a presentation to the Board. Their website is [http://www.srb.state.mn.us/June 2008](http://www.srb.state.mn.us/June_2008). The Interoperable Communications Grant program was announced. Iowa will be getting \$330,000 from this grant. The money from that grant cannot be used for equipment. It is in place to:

- Support a governance structure
- Develop training
- For the development of operational protocols

John Benson suggested the grant money be used to fund a Statewide Interoperability Coordinator and one support position.

The grant application was due July 21st.

Also in June –

The responses to the RFP were returned from the following companies:

- SAIC – McLean, Virginia
- RCC Consultants, Inc. – Richmond, Virginia
- Macro Corporation – Chalfont, Pennsylvania
- CTA Communications – Lynchburg Virginia
- Federal Engineering, Inc. – Fairfax, Virginia
- GeoComm – St. Cloud, Minnesota

- L. Robert Kimball & Associates, Inc. – State College, Pennsylvania
- QA Technologies, Inc. – Omaha, Nebraska

July 2008 The RFP responses were reviewed by an evaluation team consisting of:

- Terry Martinsen – Cedar Rapids Fire Department
- Bob Younie – Iowa Department of Transportation
- Todd Misel – Iowa Department of Public Safety
- Eric Nevins – Des Moines Police Department
- Randy Goddard – Iowa Homeland Security Emergency Management
- Les Fish – Iowa Department of Public Safety
- Dina McKenna – Story County Sheriff's Office

Their recommendation, which was approved by the Board, was that the contract be awarded to Federal Engineering, Inc.

An e-mail was sent to local entities giving them notification that PSIC grant applications and guidelines were available for PSIC grant money.

Aug. 2008

A Memorandum of Understanding (MOU) between the Iowa Homeland Security Regions, Iowa Homeland Security and Emergency Management and the State Interoperable Communications System Board (ISICSB) was developed and reviewed by HSEMD, PSIC Grant Administration via the Interoperable Communications Technical Assistance Program. The purpose of the MOU is to enable the ISICSB to receive the State's portion of the federal PSIC grant funds in advance of the locals receiving their funds. This will allow the Board to begin the development of the Statewide Interoperable Communications Implementation Plan and identify investment justifications for the local projects. It will also give the Board the time they need to evaluate local projects that will be funded by the 80% pass through monies.

Board members begin meeting with the Iowa Homeland Security Regions to update them on the Board activities and to obtain their signatures on the MOU.

PSIC grant applications were received from the following local agencies:

- Dubuque County
- Floyd County
- Hardin County
- Jasper County
- Johnson County
- Linn County
- Plymouth County
- Polk County
- Scott County

- Shelby County
- Story County
- Woodbury County

The local applications are presently being reviewed by members of the Board. They are using the PSIC grant guidelines as the basis for the review. They intend to review each application package and conduct interviews with each application to insure they have all possible information on the projects before determining which projects to present to the PSIC Grant Administrators seeking funding approval.

The Board identified a team to review the PSIC grant applications that were received from local agencies. Team members are:

- Wendy Hess – Woodbury County Communications
- Doug Bass - Carroll County Sheriff
- Mike Dreke – Iowa Department of Corrections
- Mark Frese – Davenport Fire Department

Others may be invited to participate in the review process. Issues we are currently working on...

- Review of the local PSIC Grant Applications
- Developing Administrative Rules
- Determining the future of LEATAC
- Development of a technical advisory group
- Training for Board members

More information about the Iowa Statewide Interoperable Communications System Board (ISICSB) and their activities can be found on their website: <http://www.dps.state.ia.us/ISP/Interoperability/index.html>

Sept. 2008 The Board signed a contract with the firm hired to develop the statewide interoperable communications plan (Federal Engineering, Inc.) on the 15th. Representatives from the Board attended the Minnesota Statewide Radio Board meeting on September 25th. A preliminary meeting was held with representatives from Federal Engineering, Inc. (FE) on September 29th. Representatives from Federal Engineering made a presentation at the Governor's Homeland Security Conference in Des Moines.

Oct 2008 PSIC Grant Awards were received and approved by the Board. http://www.dps.state.ia.us/ISP/Interoperability/pdfs/PSIC_Grant_ApplicationAwards.pdf.

Board meeting held on Oct 29th. Regular meetings for Nov and Dec were changed to be held on Dec 10th. This was to avoid conflict with the holiday season.

Dec 2008 January 27th the board will receive training on topics, not yet identified. The normal monthly Board meetings will resume January 28th 2009.