



Integrated Public Safety Commission
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Meeting Minutes Integrated Public Safety Commission

Tuesday, March 17, 2015

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, March 17, 2015. Commissioners present were: Heather Ellis, EMS Coordinator with Hendricks Regional Health; Gene Konzen, Fire Chief Wayne Twp. Fire Dept., proxy for William Newgent, Chief, Greencastle Fire Dept.; Burrell Smither, Telecommunications Manager with the FBI, proxy for Danny Barkley, Assistant Special Agent in Charge (ASAC) for the FBI; Jason Carroll, Director of Public Safety - Ivy Tech Community College – Indianapolis Campus; Chief Brett Sprinkle, Newburgh Police Dept.; and Brian Jones, LeMay Enterprises. Member present thru Webex was Michael Grzegorek, St. Joseph County Sheriff. Chairman Carter welcomed all in attendance, and with a quorum attained, immediately turned to the agenda items.

2) Adopt Minutes from Tuesday, December 16, 2014

- a) Chairman Carter called for a motion to adopt the minutes of the December 16, 2014 meeting; so moved by Commissioner Sprinkle, seconded by Commissioner Smither; unanimous adoption.

3) Adoption of Memoranda of Understanding

- a) David Vice, IPSC Exec. Director, presented an MOU for the US Dept. of Justice – Alcohol, Tobacco and Firearms. Chairman Carter called for a motion to adopt this MOU; so moved by Commissioner Jones, seconded by Commissioner Ellis; unanimous adoption.

4) Statewide Interoperable Communications Executive Committee (SIEC)

- a) Steve Skinner, the Statewide Interoperable Coordinator (SWIC) with IPSC, reported on behalf of SIEC Chairman Col. Pete Nelson. Mr. Skinner said discussions included 2 topics:
 - i) the Statewide Communications Interoperability Plan (SCIP) update

- ii) Policies Update – operations of statewide radio system – a policy update draft was provided to the Commissioners for review. Action is requested at next meeting.
- iii) Chairman Carter asked about the checks & balances for radios currently being programmed. Mr. Skinner explained this is difficult to track because reporting any radio changes to the IPSC Noc center by local agencies is currently voluntary.
- iv) Member Sprinkle inquired about policy violation consequences, in which Mr. Skinner replied that the new policies would allow for radios to be removed from the system for violations.

5) Financial Report

- a) Dhiann Kinsworthy-Blye, IPSC Controller, presented the current IPSC financial report. Expenditures are on track and target for the end of the third quarter (March). Our BMV revenue source has slightly been negatively impacted recently, but continues to evolve. No negative expectations.
- b) Major P25 infrastructure purchases were completed back in December and January leaving the implementation of services component of the contractual agreement with Motorola.
- c) Mr. Vice added that he and Ms. Kinsworthy-Blye met with the BMV Commissioner in late December and implementations began in January. They hope to meet with the new BMV Commissioner in the future.

6) Executive Director's Report

- a) Mr. Vice provided the Commission with an Executive Director's report beginning with a P25 Migration update.
- b) P25 Upgrade update:
 - i) Continue to have weekly project status meetings with Motorola. Some scheduled dates have been moved back. Initially there were contract issues with AT&T concerning the installation of circuits that is now straightened out and initial circuits have been installed by AT&T, but they're not meeting the minimum level of requirements by Motorola. These issues are currently being addressed with the assistance of Indiana Office of Technology.
 - ii) Schedule for the P25 first phase migration (southeast corner of the state) is planned for the week after July 4. Each phase should move in about 60 days. All core equipment has been shipped and installed.
- c) FirstNet LTE Broadband Project –
 - i) Consultation with FirstNet is scheduled for August 26, 2015. Mr. Vice and Mr. Skinner attended Kentucky's FirstNet Consultation in January to observe the process.
 - ii) Monthly conference calls continue with SPOCs & SWICs
 - iii) IPSC staff is attending DHS District Planning Council monthly meetings.
 - iv) In February Mr. Vice attended a SPOC data preview meeting in Washington D.C. He also attended a FEMA Region 5 meeting in

Chicago with FirstNet accompanied by IPSC staff Mr. Skinner, Sally Fay, and IDHS Director David Kane. Discussions included interoperable plans and working relationships that are in place. At this meeting FirstNet acknowledged that their hope is to have a state plan on the Governor's desk by November 2016.

- v) Future events include:
 - i) April – Mr. Vice will be attending a SPOC meeting in Virginia
 - ii) May – Ms. Fay will be attending the APCO Broadband Summit
 - iii) June – Mr. Vice and Mr. Skinner will be attending the Public Safety Communications Research meeting in California
- d) Existing Project Meetings –
 - i) Steuben County
 - ii) Howard County
 - iii) Madison County
 - iv) Tippecanoe County
 - v) Hamilton County – assisted in their P25 conversion
 - vi) Jasper County Sheriff – assisting with coverage problems in the county
- e) AT&T letter preparation – a letter is being prepared for co-signature by CIO Paul Baltzell regarding an overall inattention and neglect regarding T1 problems that cause system outages. IPSC pays for TSP (telecommunications system priority) on all lines. The latest issue was in Henry County last week and resulted in a Friday thru Tuesday outage and an Indianapolis TV station reported on 911 services.
- f) InterAct – InterAct holds the CAD/RMS services contract and was recently bought out by Harris Computer Corporation. Mr. Vice spoke with the Vice President last week and was impressed with how the company plans to move forward. InterAct will still exist but be a division of Harris Computer Corporation. Chairman Carter asked if this is good news in which Mr. Vice affirmed the corporation's products are good, as well as good technical staff.

7) Planning & Training

- a) Sally Fay, IPSC Communications Director, introduced outreach coordinators Aaron Gurley and Jon Allen to present with training coordinator Vivian Nowaczewski.
- b) Ms. Nowaczewski began with a 1st quarter training summary:
 - i) 377 students attended IPSC training – training since January 1 has included:
 - (1) 800 MHz classes
 - (2) 1 Pursuit Training Class
 - (3) NIMS for Dispatchers class
 - (4) Weather Spotters class – 38 people showed up

- (5) Monthly EVOC (Emergency Vehicle Operation Course), dispatching & interoperability courses
- ii) Next quarter's training will include:
 - (1) Additional 800 MHz classes
 - (2) Trainings scheduled in Elkhart & Bartholomew counties
 - (3) Pursuit training
 - (4) NIMS Dispatcher Class
 - (5) EVOC course
- iii) Ms. Fay described the new ILEA pursuit training for dispatchers
- c) Mr. Allen summarized he and Mr. Gurley's outreach accomplishments:
 - i) Meetings with county EMA directors, fire chiefs, police chiefs, sheriffs and 911 coordinators to go over the P25 migration and FirstNet information to prepare locals for what will happen on the system and how they can prepare.
 - ii) All counties in Phase 1 and Phase 2 have had meetings, with meetings starting in Phases 3 and 4. These are one on one meetings with agency heads and their vendors.
 - iii) Radios in Phase 1 and 2 are already starting to be programmed as well
- d) Mr. Vice emphasized the importance of these contacts with local governments.

8) Operations Report

- a) Mr. Vice presented John Asher, IPSC Field Operations Director's operations update. Emphasis right now is on radio programming with IPSC radio technicians traveling to various counties weekly, as well as keeping day to day operations running. Over 5,000 mobile and portable radios have been programmed to date.
- b) By the end of March, ISP; IDHS; and the southern half of the state for INDOT will be completed. IDEM, the State Fair Commission and IDOA will be next on the agenda to have their radio programming completed as well.
- c) IPSC currently has three technical staff vacancies. New technicians are required to be FCC licensed, and Mr. Vice said he is going to work with State Personnel.
- d) Annual tower inspections have begun for the year.
- e) April and May activities will include Thunder Over Louisville, the PGA Senior Tournament in French Lick, and the Indy 500. Radio technicians travel to these events with the communications trailers.

9) Logistics Report

- a) Mr. Vice presented Doug Cochrane, Logistics Director's, IPSC Network Operations Center (NOC) update on the logistics report:
 - i) Microwave configurations have been updated and fine-tuned for the new P25 system. The microwave team has replaced 244 of the 264 microwave batteries. All but three sites are now completed.

- ii) Working on microwave lab to enhance in-house training, better control of suspected bad boards, and the ability to develop procedures to upgrade the software and change operating provisioning by having a place to test the software.
- b) Grephen Latif, Sr. Communications Analyst with IPSC Network Operations Center, (NOC Center), presented the Commission with an update on the system growth:
 - i) 3,884 remaining unreserved IDs –
 - a. 1,043 analog
 - b. 2,841 digital
 - ii) Of the 1,043 analog IDs, 264 are able to convert to digital
 - iii) 973 IDs will not be convertible
 - iv) 1,068 IDs reserved, including the Director’s 1,068
- c) Mr. Latif explained the I.D. recovery process. Many radios have been lost, stolen or misplaced which have an I.D. assigned. The NOC Center works with agencies on their inventories which has resulted in approximately 5,000 I.D.s being recovered thru these efforts.
- d) IPSC has been actively encouraging agencies with unused I.D.s to return them or reuse them (since 2010). Since that time, 4,965 I.D.s have been returned or reused. Without these efforts, there would now only be -1,081 I.D.s remaining (analog and digital). By the end of this year, I.D. recovery will top the previous four to five years of activity.
- e) The NOC center has been sending replies to requests for additional IDs with listings of what IDs have not been used in the two years. The reply requests that the agency locate the radio serial, power it up, affiliate and transmit with the radio. This performance has led to many radios programmed with incorrect IDs in them, leading to two or more radios attempting to use the same ID, resulting in poor communications for both users.
- f) The NOC Center also works to collect and distribute off-frequency data from the two deployed DiagnostX boxes. The sharing of this data has proven to be very successful. So far, the two boxes have been at most all of the central Indiana sites and are currently at Marengo and St. Meinrad. The current schedule allows each to remain at a site for three weeks.

10) CAD/RMS System Implementation Report

- a) CAD - Kelly Dignin, the CAD Administrator for IPSC, presented the Commission with updated CAD statistics for the fourth quarter of 2014. Currently, there was an average of 15 issues, which remains at a manageable level with tickets’ response time at a new average of four to five minutes. Other statistics include:
 - i) Over 3,000 users on the system
 - ii) Number of mobile users: 2,255
 - iii) Hosted agencies: 72
 - iv) CAD disconnected operation: Up time averages 95.2%
 - v) CTI-911 Spill: Up time averages 99.6%
 - vi) AVL – Up time averages 98.9%

- vii) Mobile – Up time averages 99.75%
- viii) Interfaces: CAD-MDD/RMS & DIS-RMS – Up time averages 98.9%
- b) Ms. Dignin presented a map showing the agencies that are either in negotiations or currently sharing data in the CAD system. Currently 180 agencies use the InterAct system (Hamilton County recently signed on), with IPSC hosting 72 agencies and 90 agencies sharing data. Thru one query within our system about 485 databases are hit.
- c) Agencies update:
 - i) DOC – in process of coming on system. They currently have no way to track transport vehicles and this issue will be solved with the AVL. DOC also plans to create a CAD system at their diagnostic center to track these vehicles.
 - ii) DNR is live on CAD, but in the process of coming live on mobile.
 - iii) Vigo County in process
 - iv) I.U. P.D. (Bloomington campus) has come onto the system with the other 6 I.U. campuses planning to follow. Thru the Info. Exchange Adapter Grant, all 7 of these databases will be able to share data among the 7 campuses.

11) Other Discussion

- a) Future meeting dates:

June 16

September 15

December 15

These meetings will be held at the CTC Training Center located at 8468 E. 21st St., Indianapolis, IN 46219. Please contact Julie Sheppard for additional information – jsheppard@ipsc.in.gov.

- b) Hearing no other business, Chairman Carter adjourned the meeting of IPSC at 2:30 p.m.