



Integrated Public Safety Commission

100 North Senate Avenue, N825

Indianapolis IN

46204

317.234.1540

Commission Quarterly Meeting Minutes IPSC Training Room, 128 S. Park Blvd, Greenwood Tuesday December 10, 2023

-
- 1) Call to Order (Superintendent Doug Carter) 1:28pm with a quorum
 -) Roll Call
 - a) Present: Douglas G. Carter, Kelly Dignin, Sheriff Ed Schoder, Chief J. Pell, Jim Fulwilder, Sen M Crider
 -) Microsoft Teams: Mike Diekhoff, Rumen Dimitrov,
 - 2) Encryption and the safe-t system (Zac Woodrum)
 -) Commission challenged at the last commission meeting to develop a policy and a plan for encryption on the state system
 - a) Encryption road map
 -) Got all players involved
 - (0) IPSC, David Shelton from Motorola, Jim Jarvis from CISA
 - i) Created a policy, "Best Practices" and a programming guideline document
 - ii) Surveyed subscribers in October- received 46 responses, about half of the state
 - iii) Used a survey similar to one provided by CISA
 - b) Using all that information finalized "guideline" document & how it will be maintained (Tech & Programming groups)
 - c) Determined what "policy" changes IPSC should make for visibility into changes, system security, interoperability, and education of users.
 - d) Survey results
 -) 46 responses
 - (0) 22 using encryption
 - (1) 20 not using encryption
 - (2) 4 unsure if using encryption
 - e) Colored county map of known encryption presented
 - f) What is encryption?
 -) Encryption is a programmable method of ensuring secure and reliable radio traffic
 - i) Methods/Algorithms
 - (0) AES (APCO P25 Standard)
 - () Suggested
 - (1) DES/DES-OFB
 - () Don't want



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- (2) ARC4 (ADP/RC4)
 - () ADP, standard most people use that is not actually encryption
- g) Algorithms in use
 -) 14 using ARC4 (ADP/RC4)
 - (0) Most used around the state, Advanced Digital Privacy, included with radios and easy to program, doesn't require additional hardware like AES
 - i) 2 using AES (APCO P25 Standard)
 - ii) 0 using DES/DES-OFB
 - iii) 7 using other
 - iv) 11 unsure
- h) Why should you use encryption?
 -) Encryption ensures your information is both secure and valid.
 - (0) Integrity – Making sure only authorized subscribers can transmit information.
 - (1) Confidentiality – Making sure only authorized subscribers can receive information.
- i) Who should utilize encryption?
 -) Encryption could be shared between radios transmitting or receiving sensitive information.
 - (0) Criminal Activity Surveillance
 - (1) Wants/Warrants Checks
 - (2) Hospital Patient Reporting
 - (3) Personally Identifiable Information
- j) Disciplines Using Encryption- bar graph presented
 -) Law Enforcement uses the most, dispatch is related to law enforcement
- k) How should encryption be programmed?
 -) Encryption can be set to selectable or always-on
 - (0) Clear Strapped – Will NOT transmit encrypted
 - (1) Selectable – Requires radio control manipulation
 - (2) Secure Strapped – Will ONLY transmit encrypted
 - i) Secure Strapped is the recommended practice to avoid accidental mistakes or confusion
 - (0) Example- we set up a couple of radios with a new encryption key to test and figure things out on the system side; went to take a picture of radio in encryption settings and couldn't remember which talk group programmed in the radio with encryption; as system administrator and can't remember which talk group is programmed with encryption, shouldn't expect boots on the ground to know; better way of doing it is going to a certain talk group or zone in the radio the encryption is already in place
 - () Two questions Superintendent Doug Carter
 - () What are the legal effects of this, particularly with media access?



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- (i) If one county is secure strapped and another county decides not to, do they lose the interoperability connect?
 - 0. As long as the key is still in both radios, you'll be able to hear. If a radio doesn't have a key, they will not hear what is being transmitted. (Zac Woodrum)
 - (a) The policy IPSC is recommending is all interoperability channels that we have built into the system, all the regional mutual aids and all the statewide, they are not pre-encrypted. These talkgroups are going to be used for multi-agency coordination. (Kelly Dignin)
- l) Who should you share encryption with?
 -) Encryption should be shared with neighbors to ensure interoperability when seconds matter
 - i) Encryption is talkgroup specific
 - ii) Regional – Multiple Counties; currently we don't have any regional keys
 - iii) County-wide – Multiple Agencies
 - iv) Team Specific – SWAT, Detectives, Special Teams
- m) Challenges to Consider
 -) Will this hamper interoperability?
 - i) Can you get by with single key?
 - ii) What is your key management plan?
 - iii) Are there existing hardware limitations?
 - iv) Will there be a financial impact?
- n) Best Practices
 -) Understand Regulatory Requirements and Best Practices
 - i) Choose the Right Encryption Standard
 - ii) Prioritize Encryption Key Management
 - iii) Physically Secure Radio and Encryption Key Equipment
 - iv) Maintain Interoperability
 - v) Educate and Train Personnel
 - vi) Balance Security and Usability
 - vii) Implement End-to-End Encryption
 - viii) Monitor and Audit Encryption Usage
 - ix) Plan for Encryption Key Recovery
- o) How do I start the conversation?
 -) Gather information on your radio equipment and capabilities
 - i) Talk to your neighbors, or those you may need to share your encryption with
 - ii) Review encryption resources



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- iii) Contact IPSC to help coordinate encryption
 - p) Encryption Resources
 -) Review encryption resources available on the IPSC website
 - i) Best Practices for Encryption in 700-800 MHz Public Safety Radio Systems
 - ii) IPSC Encryption Programming Guidelines
 - iii) IPSC Encryption Policy
 - q) Next Steps
 -) Outreach & publish Best Practices
 - i) Outreach & publish guidelines
 - ii) Commission approval of Encryption Policy
 - iii) Establish tech & programming committees
 - r) Would like an adoption of the guidelines and policy (Kelly Dignin)
 -) Create an encryption subcommittee, led from SIEC
 - i) System Administrators committee to make sure SLA's and CKR's are coordinated across every system (Noah Jaehnert)
 - s) What about those that already have encryption (Sen Crider).
 -) Will have conversations with those counties that already have encryption and work through case by case; as well as having conversations with each county regarding their system (Zac Woodrum)
 - t) Is State Police the ones most likely impacted by the policy (Jim Fulwider)
 -) Recently purchased new radios and slowly absorbing it into everyone, while getting their ID (Zac Woodrum).
 - u) We have achieved connection with the Michigan and Louisville Systems; with critical connect IT has a feature called an crypter. It allows us to load their encryption keys and our encryption key to allow those talkgroups to connect securely (Kelly Dignin).
- 3) Executive Director Report
-) There is an opening for a mayor; Monticello Mayor was not reelected and resigned her position with the Commission board. If any of you have a recommendation we can pass on to the governor's office, we'd very much like your recommendation (Kelly Dignin)
 - a) Staffing
 -) Vacant positions
 - (0) 2-Communications Analyst-South Zone
 - (1) 1-Communications Analyst-Support- North
 - i) Pending Staffing Request
 - (0) Promotion
 - () 2- Communications Analyst SR Zone -Team Leads



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- (1) New Positions
 - () 1- Frequency Advisor: Appl Syst Analyst/Prog Int
 - (a) 2- Field Service & Support Technicians: Communications Analyst
 - (b) 1- Disaster Communications Coordinator: Communications Analyst
 - (c) 1- Appl Syst Analyst/Prog Int
 - (d) 2- Field Technician: Communications Analyst
 - (e) 1- Capital Funding Manager - Communications Analyst - Sr
 - (f) 1- Accountant
- b) Over 100,000 devices using FirstNet this year and over 100,000 ID's
- c) NSPAC Quantar replacements
 -) Planning this next year to replace all the NSPAC 800 national talkgroups that are not part of the SAFE-T system
 - i) Quantar's are out of life and out of support
 - ii) Obtained funding to replace all of them
 - iii) Next year the annual maintenance will be part of the Motorola contract
- d) Eclipse Planning
 -) Working with Homeland Security creating a communications plan for state and local partners affected
 - i) Two staging areas with equipment along with staff and cellular companies
 - ii) Optimizing the systems having staff out leading up to make sure all the sites are top working order; all maintenance will be deferred for the weekend of the Eclipse
 - iii) Working with cellular companies to optimize their towers in affected areas and asking them to defer maintenance
 - iv) Outreach is conducting training on radio and communications discipline.
 - v) They will also provide a Best Practices document.
- e) US Department of Commerce FirstNet meeting
 -) Achievements and challenges
 - (0) Limitations presented and asked if they'd consider fixes and asked for guidelines and reinvestment into making it better
 - i) Analysis of LMR to LTE presentation
 - ii) Hand selected 911 Directors conversation of communications issues
 - (0) Forsee a documenting coming from that meeting
- f) July 2024 is IPSC's 25th Anniversary
- g) Working on 2024 goals
 -) Would like challenges
 - i) What do you want us to do
 - ii) What are you hearing that is needed from us
- h) 2023 accomplishments and stats will be sent in a report
- i) Six-year plan development



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-) How to help the local agencies and plan either their budgets or grants and help accommodate
- i) Implementing TDMA phase in
- j) Will you share the document with the 10 dispatch directors (Captain Erv Faulk).
 -) Yes, as well as the 10-4 Day outcome that identified gaps; ideas on how to fulfill those gaps and challenge and how do we get to that challenge

- 4) Encryption (Superintendent Doug Carter)
 -) Based on the presentation and discussion, I would accept a motion to approve the proposed policy and guidelines.
 - a) Sheriff Ed Schroder made a motion and Chief Pell seconded the motion
 - b) Any further discussion, no further comments, or questions; accepted

- 5) Statewide Interoperability Coordinator Report (Andi Baughn)
 -) NCSWIC and SAFECOM Meeting attended by Andi Baughn and Erin Miller covered topics
 -) NCSWIC
 - (0) Interstate Interoperability
 - (1) CISA Technical Assistance
 - (2) Advancing 911 Across the Nation; Indiana has an advanced 911 system
 - (3) Hurricane Response: Ian & Idalia
 - (4) Human Factors in Emergency Communications
 - (5) Cyberattacks on Public Safety
 - i) NCSWIC/SAFECOM
 - (0) Maui Wildfires
 - (1) Link Layer Encryption and Authentication
 - (2) NG911
 - (3) Future of LMR; Indiana is a leader, having Critical Connect and Smart Connect
 - (4) East Palestine OH Train Derailment
 - (5) NECP
 - (6) Artificial Intelligence
 - ii) Spencer County Operational Rapid Assistance Package
 - (0) Nominated specifically with having the location of Holiday World
 - (1) KY or Dubois County transports
 - (2) Upgraded emergency plans, PACE plan
 - (3) Provides planning tools
 - (4) Exercise scheduled for January 9, 2024
 - iii) COMMEMEX
 - (0) COML exercise for task book sign off
 - (1) Presidential visit post disaster scenario
 - (2) 9 candidates



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- (3) 4 evaluators
- (4) 8 Sim Cell players
- (5) Richard Bickel demonstrating COMT
- (6) Type 4 COML
- iv) Q4 Training & Outreach
 - (0) Meetings and Trainings
 - () 92 students - Pursuit and System training
 - (a) 17 District Level Meetings
 - (b) 1 Cross Border Meeting
 - (c) APCO/NENA Conference & Presentation "IPSC E-Ticket"
 - (1) Individual Visits/Assistance
 - () Spencer
 - (a) Newton
 - (b) Benton
 - (c) Fountain
 - (d) Warren
 - (e) Montgomery
 - (f) Parke
 - (g) Greenwood FD
 - (h) Parkview Health
 - (i) Porter
 - (j) Franklin
 - (k) Wayne
 - (l) Ohio
 - (m) Monroe
- v) Training & Outreach KPI
 - (0) 47 out of 92 students filled out the Training Feedback Survey:
 - (1) Instructor Knowledge: 4.91
 - (2) Instructor Communication: 4.89
 - (3) Response to Questions: 4.87
 - (4) Instructor Rapport: 4.87
 - (5) Meet Expectations: 4.84
 - (6) KPI=
 - () The New Leadership KPI
 - () Keep people interested
 - (i) Keep people informed
 - (ii) Keep people involved
 - (iii) Keep people inspired
- vi) What was most valuable/Additional Comments
 - (0) "Excellent class for new dispatchers"
 - (1) "Understanding to be calm and authoritative during echoing"



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- (2) "Explanation of Site Trunking"
 - (3) "Amanda needs a raise. That was very dry material and she made learning it entertaining!"
 - (4) "Adam was an awesome instructor and explained everything in a way that was easy to understand."
 - (5) "Amanda is very knowledgeable and very personable! Look forward to more training opportunities with her!"
- 6) Operations Report (Venisha Warren)
-) Fiber Project Update
 -) 44 sites have been upgraded to fiber in phase 1
 - i) 4 sites are pending LAN Migration
 - ii) Phase 2 will consist of determining how to move forward with special construction and conduit
 - iii) LAN Migrations performed by our MW supervisors and Motorola
 - a) Upcoming Field Projects
 -) Replacing 20 UPS units
 - i) Replacing 18 MW battery chargers
 - ii) MW battery replacements
 - iii) Tower reconstruction (raising centerlines, replacing antennas, raising centerlines)
 - iv) Replacing 20 dehydrators
 - v) Completed
 - (0) Path alignments between Terre Haute to Farmersburg & Geetingsville to Peru East/Geetingsville to Hortonville
 - b) Field Service and Support
 -) Successfully completed Preventative Maintenance on 14 HVAC units
 - i) Successfully completed Preventative Maintenance on 14 generators
 - ii) Completed
 - (0) New HVAC units at Seymour & Bloomington INDOT
 - c) Radio Shop Report
 -) Special Projects Completed
 - (0) INDOT Surplus Radio Project with over 1,000 radios processed. Radios were completed for Motorola processing.
 - (1) IDOA Radio Project – Bench test, upgrade firmware as needed, and align.
 - (2) ISP Recruit radios were tested, aligned, and programmed.
 - (3) ISP APX NEXT and APX6500 Mobile Project – We are currently working with ISP, Motorola, and IPSC staff as we prepare code-plugs for programmed new APX NEXT portable radios and APX6500 mobiles. This will be performed utilizing Motorola Radio Maintenance for mobile radios and Radio Central (Cloud Based) for APX Next portables.
 - i) Progress continues to be made with enhancements to MCM CommShop for asset management, tracking, stockroom inventory, and billing.



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7) Subscriber Services Report (Michael Watkins)

) Subscriber Services

) Finalized Promotion of Team Leads/Deputy SWIC

i) ICC Team Leader – Nate Davis

ii) Deputy SWIC – Erin Miller

iii) Tango – Tango: Gateway management

iv) Boonville site update

v) Terre Haute site update

a) ICC by numbers

) Q1 (Dec-Feb)

(0) Total ID's: 97,699

(1) New ID's: 1,327

(2) Total Talk groups: 2,475

(3) Average Calls/Week: 1,098,796

(4) Average Users/Week: 24,272

(5) Average Talk groups/Week: 1,205

(6) Lowest Site Availability: 70.13%

(7) Average Site Availability: 99.30%

(8) Subscriber Utilization: 44.03%

i) Q2 (Mar-May)

(1) Total ID's: 98,802

(2) New ID's: 1,425

(3) Total Talk groups: 2,501

(4) Average Calls/Week: 1,153,367

(5) Average Users/Week: 26,581

(6) Average Talk groups/Week: 1,265

(7) Lowest Site Availability: 81.62%

(8) Average Site Availability: 99.63%

(9) Subscriber Utilization: 47.58%

iii) Q3 (Jun-Aug)

(1) Total ID's: 99,848

(2) New ID's: 1,525

(3) Total Talk groups: 2,535

(4) Average Calls/Week: 1,221,605

(5) Average Users/Week: 24,725

(6) Average Talk groups/Week: 1,251

(7) Lowest Site Availability: 92.86%

(8) Average Site Availability: 99.67%

(9) Subscriber Utilization: 46.74%



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- iv) Q4 (Sep-Nov)
 - (1) Total ID's: 103,359
 - (2) New ID's: 3,422
 - (3) Total Talk groups: 2,536
 - (4) Average Calls/Week: 1,143,257
 - (5) Average Users/Week: 24,531
 - (6) Average Talk groups/Week: 1,240
 - (7) Lowest Site Availability: 93.00%
 - (8) Average Site Availability: 99.84%
 - (9) Subscriber Utilization: 50.71%
- v) Year in Review
 - (1) Total ID's: 103,359
 - (2) New ID's: 7,699
 - (3) Total Talk groups: 2,536
 - (4) Average Calls/Week: 1,154,256
 - (5) Average Users/Week: 25,027
 - (6) Average Talk groups/Week: 1,240
 - (7) Lowest Site Availability: 92.58%
 - (8) Average Site Availability: 99.82%
 - (9) Subscriber Utilization: 47.27%
- c) FCC Updates
 - v) Indiana Frequency Coordination's: 24
 - vi) Adjacent State Coordination's: 43
 - vii) Concurrences: 52
 - viii) License Renewals: 18
 - ix) Outside Help: 6
- 9) Emerging Technology- (Noah Jaehnert)
 - a) LMR to LTE/ePTT – IPSC Statistics
 - iv) Number of Agencies using LMR to LTE
 - (1) March 2022- 5
 - (2) September 2022- 7
 - (3) March 2023- 14
 - (4) September 2023- 25
 - b) Which Agencies have adopted LMR to LTE
 - iv) Counties
 - (1) Boone County
 - (2) Dubois County
 - (3) Fulton County
 - (4) Hendricks County



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- (5) Lake County
- (6) Steuben County
- v) State Agencies
 - (1) Indiana Department of Corrections
 - (2) Indiana Department of Natural Resources
 - (3) Indiana Department of Transportation
 - (4) Indiana National Guard
 - (5) Indiana Department of Health
 - (6) Integrated Public Safety Commission
- vi) Police Departments
 - (1) Elkhart Police Department
 - (2) Evansville Police Department
 - (3) Ferdinand Police Department
 - (4) Jasper Police Department
 - (5) Notre Dame Police Department
 - (6) Parkview Health Police Department
 - (7) Santa Claus Police Department
 - (8) Stinesville Police Department
- vii) Sheriff's Departments
 - (1) Dubois County Sheriff
 - (2) Morgan County Sheriff
 - (3) Ripley County Sheriff
 - (4) Spencer County Sheriff
 - (5) Vigo County Sheriff
- 10) Emergency Response (Tyler Clements)
 - a) Eclipse Planning – to date
 - i) ICS205 Overlay – Mid December
 - (1) Events Talkgroups
 - (a) Area, Resource Calling
 - (b) Statewide Traffic Mgmt.
 - ii) Asking radio system users to take traffic off system and use 7TAC D talk groups
 - iii) Wireless Telco Partners – Resources
 - (1) Chair Comms. / Ops. Committee
 - (a) FirstNet
 - (b) Verizon
 - (c) T-Mobile
 - iv) Strike Team Deployment
 - (1) Greene/Monroe Co. area
 - (2) Hancock/Henry Co. area
 - v) 12 County Totality Area identified by IDHS



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- (1) Brown, Greene, Johnson, Knox, Monroe, Rush, Shelby, Wayne, Morgan, Hancock, Henry, and Randolph
 - b) Interference Detection Team
 - i) Interference Detection & Troubleshooting
 - ii) Jammer / Interference Detection
 - iii) Communications Site Surveys
 - iv) RF Emissions Analysis
 - v) Spectrum Misuse Investigation
 - c) MIRS Upgrade
 - i) 7TAC coming soon
 - d) First Annual 10-4 Day report
 - i) Participation
 - (1) North – 38
 - (2) Central – 56
 - (3) State of Kentucky
 - ii) Task Book sign-off
 - iii) COML - 5
 - iv) AuxC – 6
 - e) Emergency Response – Qtr. Stats
 - i) Incident Response & Events
 - (1) Response, Planned Events – 26 Current | 72 YTD
 - (2) Incident Communications Plans – 26 Current | 54 YTD
 - (3) Strike Team Deployment – 6 Current | 12 YTD
 - (4) Interference Team Details [NEW] – 3 Current | 4 YTD
 - (a) Rick Bickel, Javier Estupinan, Matt Noonan and Zac Woodrum
 - (5) CRD Deployment – 2 Current | 15 YTD
 - (6) Miles Traveled (2) ERO veh. – 8,014.9 Current | 42,906.3 YTD
 - ii) Indiana CACHE Warehouse, AuxC
 - (1) CACHE Equipment Receipts – 144 Current | 934 YTD
 - (2) AuxComm Radio Hours – 4 Current | 15 YTD
 - (3) AuxComm; COMU Contacts – 40 YTD
 - (4) AuxComm Training hours – 6 YTD
 - iii) Total agency veh. (28) – miles to date = 402,829.9 YTD
- 11) Quarterly Meetings
- a) March 19, 2024: In-Person meeting
 - June 18, 2024: In-Person meeting
 - September 17, 2024: In-Person meeting
 - December 10, 2024: In-Person meeting

Meeting adjourned