Commission Quarterly Meeting Minutes
IPSC Training Room, 128 S. Park Blvd, Greenwood
Tuesday March 19, 2024

1) Call to Order (Kelly Dignin) 1:35pm with a quorum

2) Roll Call (Yvonne Alexander)
   a) Present: Yvonne Alexander, Andi Baughn, Tyler Clements, Michael Crider, Kelly Dignin, Luis Galvez, Benjamin Hunter, Nick Jafuta, Jeremy Pell, Anthony Prater, Ed Schroder, David Shelton, Amanda Smith, Jay Thompson, Venisha Warren, Mike Watkins and Zac Woodrum
   b) Microsoft Teams: Brian Jones, Jim Fulwider, Mike Diekhoff and Rumen Dimitrov;
      i) Shelly Ballard, Richard Bickel, Nate Davis, Karlee DeWitt, Don Marcum, Erin Miller, Tom Smith, Bill Soards, Matt Spencer, Larry Turner and Tracey Walls

3) Minutes- postponed for approval at the next meeting
   a) September 19, 2023 meeting
   b) December 10, 2023 meeting

4) Executive Director's Report – (Kelly Dignin)
   a) Staffing
      i) New Team Members: Anthony Prater: Field Support & Services
      ii) Promotion: Yvonne Alexander: Director of Special Projects
      iii) Four (4) Vacancies:
         (1) CFO- E5 Controller
         (2) 2-Communications Analyst-South Zone
         (3) 1-Communications Analyst-Support- North
      iv) New Positions:
         (1) 1- Frequency Advisor
         (2) 1- Field Services & Support Technician
         (3) 1- Field Service Technician
   b) Agency updates
      i) 2024 Goals – 25 Years of Service- handout
         (1) Presented a challenge coin and patch
         (2) Create a life cycle plan for equipment R&R
         (3) Support the 2024 Total Solar Eclipse (TSE)
         (4) Upgrade NPSPAC Repeaters
         (5) P25 Radio system upgrade
      ii) 2023 Accomplishments- handout
      iii) 6 year plan
         (1) Working on transition and budget plan with administration change upcoming
   c) FirstNet State Point of Contact Report

     i) FirstNet Stats:
       (1) 1093 Agencies and 83,417 connections
     ii) FirstNet Network Investments
       (1) $6.3 billion investment
          (a) 5G commercial spectrum and a standalone FirstNet 5G core
          (b) 1,000 new sites within the next two years
          (c) Upgrade the deployables
             (i) Letter to Senator Young requesting equipment with support of President Bill Soards

d) Data Interoperability Stats- charts displayed
e) School Safety- First Alert
     i) Putnam Co 911 & Courthouse
     ii) Jasper City 911 & City Hall
     iii) Vigo Co 911 & – 1 School (deployment in progress)
     iv) Montgomery Co 911 & – 1 High School (deployment in progress)
     v) Potential
       (1) Knox – Waiting for follow up from school
       (2) Boone – Plan to move forward with 3 schools, but want updated second year costs
       (3) Brown - Still working with school on concerns
       (4) Tippecanoe – Needs pricing before considering

5) Statewide Interoperability Coordinator Report (Andi Baughn)
  a) Updates
     i) Currently COMT and AUXC class requests are on "deferral" status due to CISA re-evaluating their Technical Assistance program and funding
     ii) Will provide a COML course as Andi, Kelly, Tyler Clements and Mike Watkins are instructors
     iii) FY23 Interoperability Markers report – hand out
  b) SCIP 2024 schedule
     i) Survey Open: March 11, 2024
     ii) Survey Closed: April 1, 2024
     iii) Governance Webinar: May 2, 2024, 1:00 PM – 4:00 PM (ET)
     iv) Tech & Cyber Webinar: May 21, 2024, 2024, 1:00 PM – 4:00 PM (ET)
     v) Funding Webinar: June 11, 2024, 9:00 AM – 12:00 PM (ET)
     vi) Workshop: July 11, 2024, 8:30 AM – 4:30 PM (ET)
       (1) Will be hosted at the Government Center
  c) Spencer County O-RAP
     i) O-RAP OBJECTIVES
       (1) Identify immediate needs associated with emergency communications for rural EMS
       (2) Provide tools (e.g., plans/policies/procedures) to immediately address those needs
       (3) Train jurisdictions and communities on using those tools to address gaps

        (4) Apply and test those tools via exercises – completed Tabletop on 1/9/24 – just completed the after action

d) Q1 Training & Outreach
   i) Meeting and Trainings
      (1) 7 System Trainings, 92 students
      (2) 8 pursuit trainings, 42 students
      (3) 10 Eclipse related meeting/training, 92 attendees
      (4) 14 District Level Meetings (DPC/HCC/EMA)
      (5) Erv Faulk suggested commissions participate in the trainings at the academy; they use radios, cars and protocol
      (6) Beginning in May Adam Philipott with the Outreach team will begin presenting a 2 hour hands on class on radio etiquette
   ii) Individual County Assistance- 26
      (1) Benton, Clinton, Dubois, Sullivan, Knox, Posey, White, Shelby, Morgan, Whitley, Clay, Miami, Franklin, Jennings, Dearborn, Ripley, Ohio, Jefferson, Wayne, Monroe, Rush, Brown, Scott, Orange, Knox and Fountain
      (2) Topics: PACE Plans, Eclipse planning, Radio purchases, TDMA, System issues, Site trunking, Encryption, Smart Connect and 800 MHz Paging
e) Eclipse planning
   i) Hosted 3 Teams events to explain the TSE State Overlay Communication Plan
   ii) Reviewed 9 County 205 plans for Eclipse
   iii) Coordinated with DNR as they trained their staff

6) Operations Report (Venisha Warren)
   a) Fiber Project
      i) Phase 1 completed (May 2022 – current)
         (1) 36 IPSC sites upgraded/ 1 pending (Vevay)
         (2) 6 Department of Corrections sites upgraded/1 pending (Westville)
         (3) 7 County dispatch centers upgraded
      ii) Phase 2 will explore the addition of internal/external cameras and determining next steps for sites that need additional work and/or special construction
   b) Field Service & Service & Support Equipment Upgrades/Maintenance (complete & upcoming)
      i) Completed
         (1) 17 Microwave battery chargers installed
         (2) HVAC units replaced at Geetingsville & Lagrange
         (3) Roof replacement at Morgan Monroe site
         (4) Roof repair at Fort Wayne site
         (5) Roof repair at Coesse
         (6) 34 Field Service & Support generator preventative maintenance jobs
      ii) Upcoming
         (1) 15 GENSETS to be replaced (capital funding)

      (2) 52 HVAC units to be replaced (capital funding)

      (3) 21 Dehydrators to be replaced (capital funding)

      (4) Microwave dishes to be replaced at Georgia & Geetingsville sites

      (5) 19 UPS units to be upgraded (capital funding)

      (6) 10 sites to have internal lighting upgraded

  c) Radio Shop Report

    i) Completed Projects

      (1) ILEA

      (2) ISP transferred radios to ILEA; programmed by IPSC Radio Shop

      (3) IDOA

        (a) 40 new APX4000s aligned & programmed by IPSC Radio Shop; codeplug written by Doug Haygood

      (4) Erv Faulk- ISP purchased the radios, have been distributing, is a game changer and now have the capability with LTE to push template upgrades from the computer to portable radios and working to push upgrades to Mobile radios, working with IOT to accomplish with getting SSID working properly; positive movement with ISP

  d) Kelly Dignin- Capital funding project working on, the team is taking on generator maintenance instead of using a vendor as well as controlling quality

Venisha Warren- HVAC team growing from three to five people; this team has the care within

7) Subscriber Services Report (Mike Watkins)

  a) Site adds being developed

    i) Howard, Wayne, Jay and Vigo Counties

  b) Site colocations

    i) Clinton site with Verizon

  c) ICC by the numbers

    i) Total ID's: 104, 213

    ii) New ID's: 1,616

    iii) Total Talk groups: 2,539

    iv) Average Calls/Week: 1,042,880

    v) Average Users/Week: 23,616

    vi) Average Talk groups/Week: 1,183

    vii) Lowest Site Availability: 68.52%

    viii) Average Site Availability: 99.23%

    ix) Subscriber Utilization: 47.86%

  d) Year in Review

    i) Total ID's: 103,359

    ii) New ID's: 7,699

    iii) Total Talk groups: 2,536

    iv) Average Calls/Week: 1,154,256

    v) Average Users/Week: 25,027

      vi)   Average Talk groups/Week: 1,240
      vii) Lowest Site Availability: 92.58%
      viii) Average Site Availability: 99.82%
      ix)   Subscriber Utilization: 47.27%

  e) System Security
      i)   System Key Agreement updated
      ii)   Background checks
      iii) Auditing radios
      iv) Partnering with ISP Intelligence & Investigative Technologies Division regarding forcement of criminal activity

8) Emerging Technology (Noah Jaehnert)
  a) Appreciate ISP partnership with the State Police radio project being able to work on new technology allowing IPSC and broadly the state to save time and money to programming State Police radios and hopefully more agencies; excited to push out updates to their portables; working with IOT to identify locations in the state to set up to push updates over wifi for mobile radios
  b) Radio Over IP (ROIP) Overview
      i)   IPSC has seen an increase in the number of agencies investigating Radio over IP solutions
      ii)   Historically, IPSC's stance and policy has been that we do not allow ROIP solutions, as they require a "Donor Radio"
      iii) Current state – We are aware these technologies are on our system
      iv) Desired state – We want to be proactive and get out in front of these, providing policy, programming guidance, etc…
      v)   Radio over IP (ROIP) – Connects 700/800 MHz donor radio to a gateway/bridge, allowing access via a mobile app (iOS/Android/Desktop)
      vi)   Donor radio – Radio required to be "donated" for a piece of technology (like ROIP) to function
      vii) Architecture Overview: Radio network, ROIP and Cellular/ePush to Talk Devices
  c) ROIP Concerns
      i)   ROIP/Donor Radio Concerns:
      ii)   Potential to cause increased busies on our system
      iii) One donor radio now has the potential for many users to transmit/receive
      iv) One radio can only support one talkgroup
      v)   To add more to ROIP systems, must add additional donor radios
      vi)   Potential to cause interference
      vii) Lack of ability to manage/monitor ROIP gateways
  d) Next steps
      i)   IPSC to develop a ROIP/Donor Radio policy
      ii)   IPSC to develop programming guidelines and best practices to ensure safety and security of our system

      iii) IPSC to develop a process to certify ROIP gateway products on our system

  e) Next steps timeline

      i) March 2024 – Provide Overview to SIEC and Commission

      ii) April 2024 – ROIP policy and gateway certification process reviewed by SIEC Technology Policy Committee

      iii) May 2024 – Programming guidelines reviewed by the SIEC Programming Community

      iv) June 2024 – Above work presented to SIEC and Commission for formal policy review and approval

  f) Jeremy Pell- different than scanner apps, different than active 911

      i) Noah Jaehnert- makes product different that integrates with app

      ii) Jeremy Pell- Different factor of two way verses one way

      iii) Michael Crider-with artificial intelligence, do you feel administratively able to hand this, current laws support able to handle;

         (1) Kelly Dignin- concern is that 38 staff not able to administratively handle, keep from reprograming of switching; can audit and do spot checks;

            (a) Still policy to not allow these but taking the approach if this is possible; will it save cost,will analyze and see if possible; capacity is an issue, grown with P25 upgrade from 64,000 to 104,000; system has grown and struggling in some cases to handle the capacity; we do TDMA, channel lands and combination of the two; we balance that and off load as much to LTE; administratively managing, county attach to every site

         (2) Benjamin Hunter- LTE previously shown, do a presentation in June showing difference

         (3) Kelly Dignin- set up and affliates with certain tower, critical connect is with a server and has 200 talk paths instead of four

         (4) Noah Jaehnert- could possibly be recommendation of we've looked at both of these; guidance could be that theres a better way but still to be determined

         (5) Benjamin Hunter- Audit side, when I turn on my radio you know I'm using it; but 5-10 people use the app and that unique identifier shows up for all 10 people

         (6) Kelly- working with partners, tracking and using the data; unique identifier the system is able to say what person has the phone; finding ways to expand the system and provide first responders cost savings; administrative management and security are concerns

9) Emergency Response Report (Tyler Clements)

  a) Winchester response over last weekend and report coming forth

  b) Total Solar Eclipse

      i) ICS205 – Incident Radio Communications Plan | completed / distributed

      ii) Major Support Locations

         (1) Monroe Reservoir

         (2) Brown County State Park

         (3) Indianapolis Traffic Management Center – Operations Center

      iii) Strike Team Locations – Finalized

        (1) INDOT Crane Maintenance Unit

        (2) Correction Training Institute, New Castle IDOC

    iv) Cache

        (1) Requested to be deployed= 7%

        (2) Available for Deployment = 93%

c) Interference Detection Team

    i) Knox Co./Vincennes Interference Investigation

        (1) Timeline starting in summer of 2023

        (2) Numerous hours monitoring system and alarms

        (3) Sites checked: Vincennes, Edwardsport, Princeton

        (4) Collaboration between IPSC, Motorola FSO, FCC Enforcement Bureau

            (a) Additional support from ATT and WVUB Engineering

        (5) Main Interference in the 806-824mhz range

        (6) Duration of spikes are milliseconds and through the entire band

    ii) INFOG

        (1) Snapshot (Field Guide)- Tactical Interoperability Communications Plan

1) Unfinished Business – Commission Members

    a) Benjamin Hunter- TSE

        i) Will have two EOC's amongst all campus', is there a way to connect and back to SEOC

        ii) Tyler Clements- will share the Statewide ICS 205

        iii) Kelly Dignin- Adam Philipott can assist developing communications plan

2) New Business

    a) Kelly Dignin- we'll need to begin talking about TDMA soon; will include in 6 year plan; need to work to get the TDMA radios off the system as first responders deserve better

        i) Michael Crider- Are you using the Solar Eclipse as an exercise

        ii) Kelly Dignin- created as close to cookie cutter; local agencies expect any trouble with traffic they're going to jump on their regional mutually aid 3; the traffic management center will listen and offer support and respond to it; leave in place as we move forward and build off of it

    b) Quarterly Meetings

        i) June 18, 2024

        ii) September 17, 2024

        iii) December 10, 2024

3) Adjourn – It was moved by Michael Crider and seconded by Ed Schroder to adjourn at 2:37. Motion passed.