

Cass County Public Safety Commission

Sheriff Darby McLaren, TAA 911 Director Rob Koppert, TAC
Cass County Courthouse
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Minutes

April 28, 2014
Basement Meeting Room

<u>Member</u>	<u>Representing</u>	<u>Present</u>	<u>Absent</u>
Gaylord Schelling	Cass County	X	
Mark Wedemeyer	Cass County	X	
Chris Jimerson	City of Atlantic	X	
Kathy Somers	City of Atlantic	X	
Ryan Askeland	City of Griswold	X	
Tom Harris	City of Anita - Primary	X	
Jeff Bohnsack	City of Anita - Alternate		X

Staff present: Rob Koppert, Darby McLaren

Citizens present: Mike Kennon

Chairperson Gaylord Schelling opened the meeting at 5:01pm.

M/S/C Wedemeyer / Harris to approve the agenda as published. Carried unanimously.

M/S/C Askeland / Jimerson to approve the March 2014 Minutes. Carried unanimously.

M/S/C Harris / Askeland to approve the March 2014 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert presented his Monthly Hour and Work-log Report. There were no questions by the Commission. Koppert updated the Commission on the training of dispatcher Cody Claussen. He and the Commission discussed the length of training and Koppert said that when he first started here in 1998, it only took two months to train someone, however over the course of the years, the industry as evolved and new technologies have come online where the two computers of 1998 are now 7 computers and the information to run them correctly. He stated that perhaps the training time should be considerably longer owing to this fact. Sheriff Darby McLaren also stated that the communications center doesn't have one specific trainer, and that all the full time dispatchers have been used in training and not one would be considered an ideal trainer due to personality conflicts and other personal traits. Koppert advised the Commission that the state was working on a program to teach trainers how to train dispatchers and that he would attend one to determine if it met the requirements he thought would be needed to trainer a dispatch trainer. The Commission and Sheriff McLaren also discussed various distractions in the communications, such as personal cell phones and the internet and social media websites. The Commission does have language in the policy manual outlining appropriate use of the internet and acceptable social media posts regarding the work environment. The Commission discussed what the industry was doing, and Koppert relayed that anywhere from absolutely no access to the internet or cell phones to a wide open policy was the range in the industry. He and Sheriff McLaren relayed that there are appropriate uses for each, such as downtime, over nights, during the investigation of an incident, etc., that all justify maintaining access. Koppert also updated the Commission on the status of the recent IOWA System audit. He stated that there were several issues that need to be corrected and perhaps the most serious was the length of time it took to enter a missing person. He was also going to look into the way that persons and items that are entered into the IOWA/NCIC systems are filed. He also informed the Commission that he has applied for funds from the E911 Carryover Grant for the purchase of two CAD interface computers. The matching funds would be coming from the E911 budget. Koppert reported an outage of wireless 911 calls and the IOWA System that occurred at 4:00am on a Saturday morning. He

was able to diagnose the problem to an uninterruptible power supply that provides power to the ICN router. The unit failed and ceased to continue to provide power to the ICN router. Wireless 911 calls were automatically rerouted to the Iowa State Patrol. IOWA System traffic was also routed to the Iowa State Patrol. The outage lasted about 45 minutes. Finally, Koppert reported on the issues with the repeater serving the Atlantic Police Department. He's discovered that spurious emissions from the transmitter section are also splattering cable channel 18 in some areas of the city. There is no audio being injected onto channel 18 and so far, there have been no complaints received. He did say the Atlantic Police Department has ordered a replacement repeater.

In business regarding the re-location of the communications center, 911 Director Rob Koppert and Commission Chair Gaylord Schelling updated the Commission on the meeting with Carlson West Povondra and the approval by the Cass County Board of Supervisors of the proposed contract for the general contractors. They also informed the Commission that the project went out for bids on April 22nd and will be out for bids for 30 days.

In Old Business, the Commission voted to reallocate \$10,114.00 in the existing budget from salaries, FICA and IPERS, to the "Other Equipment" line item for use in the construction of the new communications center.

MSC Askeland / Jimerson to allocate \$10,114 in the current budget from salaries, FICA and IPERS, to "Other Equipment". Ayes: Schelling, Jimerson, Wedemeyer, Harris and Askeland. Nays: Somers. Motion Carried.

The Commission discussed the wage increases for the employees of the Cass County Public Safety Commission. The budgeted amount was 3.5% due primarily to uncertainty of the percentage of raises being offered to the remainder of the county staff. Commission Chair Schelling and member Mark Wedemeyer stated that the percentage was established at 3%.

MSC Wedemeyer / Harris to offer a 3% raise to employees of the Cass County Public Safety Commission. Carried unanimously.

In New Business, the Commission discussed the possibility and legality of making participation in the Wellness Programs of Cass County mandatory for employees of the Commission. The programs help the county retain lower insurance premiums and are based upon the participation of a certain percentage of employees. After discussion of the insurance rates and the legality of whether or not such programs could be made mandatory, the Commission chose to send each employee a letter "strongly encouraging" participation.

There were no public comments or concerns.

MSC Harris / Askeland to adjourn at 6:07pm.

Respectfully Submitted,



Rob Koppert, TAC - Recording Secretary