

Cass County Public Safety Commission

Steve Livengood, Chair
Sheriff Darby McLaren, TAA
Cass County Courthouse
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Atlantic, Iowa 50022
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Julie Adams, Vice-Chair
911 Director Rob Koppert, TAC

Minutes

April 22, 2013
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	
Steve Livengood	City of Atlantic	X	
Shawn Shouse	City of Atlantic	X	
Julie Adams	City of Griswold	X	
Tom Harris	City of Anita - Primary	X	
Jeff Bohnsack	City of Anita - Alternate		

Staff present: Rob Koppert

Citizens present: Al Povondra

Chairperson Shawn Shouse opened the meeting at 5:00pm

M/S/C Livengood / Adams to approve the agenda as published. Carried unanimously.

M/S/C Schelling / Adams to approve the March 2013 Minutes. Carried unanimously.

M/S/C Schelling / Adams to approve the March 2013 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert presented his Monthly Hour and Worklog Report. There were no questions by the Commission. He updated the Commission on the training of Roxann Petersen. Koppert also updated the Commission on the Narrowbanding project and AFG Grant, as well as the NENA, APCO, and APC conferences that was held in Des Moines. He also informed the Commission of the annual Shieldware Software update training to be held in May in Des Moines.

In business regarding the re-location of the communications center, the Commission reviewed preliminary drawings of the proposed renovations to the third floor of the courthouse with architect Al Povondra. They also looked over and discussed various options utilizing the current sally port of the sheriff's office and that if that space were to be used, it would need to have an addition built on, most likely to the north. E911 Director Rob Koppert pointed out that if both his and Mike Kennon's offices were moved to this location, there would be no public access, both of which need to conduct business. Mr. Povondra indicated he thought the third floor option was the best from a financial standpoint. Also discussed was the vacant Sitel building. Commission member Gaylord Schelling said he would look into the costs of the building.

There was no Old Business discussed.

In New Business, the Commission and E911 Director Rob Koppert discussed a personnel complaint.

M/S/C Schelling / Adams to issue a verbal reprimand (in writing) and have this reprimand placed in the employee's personnel folder. Carried unanimously.

There were no public comments or concerns.

MSC Livengood / Adams to adjourn at 6:37pm.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Rob Koppert". The signature is written in a cursive style with a large, looping initial "R".

Rob Koppert, TAC - Recording Secretary