

Cass County Public Safety Commission

Steve Livengood, Chair
Sheriff Darby McLaren, TAA
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Julie Adams, Vice-Chair
911 Director Rob Koppert, TAC
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Minutes

June 25, 2012
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	X	

Staff present: Rob Koppert

Citizens present: Mike Kennon, Tom Harris

Chairperson Steve Livengood opened the meeting at 5:00pm

M/S/C Schelling/Shouse to approve the agenda as published. Carried unanimously.

M/S/C Shouse/Adams to approve the June 2012 Minutes. Carried unanimously.

M/S/C Adams/Bohnsack to approve the June 2012 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert informed him of the recent COM-T class he took in Des Moines. He also reported on the recent hire of Sherri Hansen as a dispatcher and her training and also informed the Commission that the communications center had received an award from the Griswold Optimists Club. He reported on his attendance of the Western Iowa Comm Supervisors Meeting on July 11th in Sioux City. The next meeting will be in September in Spirit Lake and hosted by Dickinson County 911. The Commission verbally authorized Koppert to host an upcoming meeting and look at holding the meeting at Boulders Motel and Conference Center or at the fire station.

In Old Business, the Commission discussed the sending letters to Governor Terry Branstad, as well as our local state legislators and senators, outlining the proposal to them. The legislature will have to be involved financially, and therefore it would stand to reason that they should be informed on the various benefits.

The Commission discussed the purchase of dispatch furniture from Montgomery County, with Chair Livengood stating that he felt the furniture was in immaculate and great condition. Livengood and Cass County Emergency Management Coordinator Mike Kennon moved the furniture from Montgomery County utilizing an emergency management trailer. The furniture is still stored in the trailer.

The Commission discussed the proposed contract with the 911 Director / Terminal Agency Coordinator. Commission member Shawn Shouse was tasked with going through a previous emergency management contract as a template and suggest changes. Shouse suggested the following be considered: position name, make the contract annually renewable, include an addendum to handle pay and other changes, investigate the current dismissal reasons listed, make a reference to the Commission's employee policy manual, and include a sliding vacation schedule. Shouse will make changes and bring copies to next month's meeting.

Commission member Tom Harris arrived at this time and participates as a member of the audience.

In New Business, the Commission discussed the possibility of relocating the communications center to the building currently housing the Cherry Corner Agency. The building is a three story building built in the 1980's and is currently owned by George Howard. Mr. Howard would like to show the building to the Commission to determine the suitability of the relocating the communications center to this location. The Commission discussed the idea, and a few concerns were brought forth including: the property is in the process of being sold by Mr. Howard, the parking needs and the available parking for the communications center, whether or not the facility could be considered a "hardened" facility, the "Jesus Is Lord" sign currently mounted on building, facility damages after our lease is up and improvements the building that would be needed by the communications center including fiber optic cable, generator, telephone line capacity and room to erect a tower.

The Commission heard a request from 911 Director Koppert to eliminate further holiday time accrual and to compensate with the equivalent vacation time. Koppert further requested the current holiday time be paid out as additional salary since he has a significant amount of vacation hours currently on the books. The Commission briefly discussed the request.

M/S/C Shouse/Adams to table the request until further review.

There were no public comments or concerns.

MSC Shouse/Bohnsack to adjourn at 6:10pm.

Respectfully Submitted,



Rob Koppert, TAC - Recording Secretary