

Cass County Public Safety Commission

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

August 23, 2010
Basement Meeting Room

Members present: Steve Livengood, Dave Dunfee, Julie Adams, Mitch Holmes and Shawn Shouse
Staff present: Rob Koppert
Citizens present: Mike Kennon, EMA Coordinator; Dale Sunderman, Cass County Auditor

Chairperson Dave Dunfee opened the meeting at 5:01pm.

MSC Adams/Holmes to approve the agenda as published. Carried unanimously.

MSC Livengood/Shouse to approve the July 2010 Minutes. Carried unanimously.

MSC Adams/Livengood to approve the July financial statements and bills with the exception of \$525.96 for tires and oil change from McAtee Tire Service. This item inadvertently was paid through public safety funds due to an account coding error when it should have been paid from emergency management funds. Carried unanimously.

Cass County Auditor Dale Sunderman spoke to the Commission regarding the operating fund balance for the Commission. Mr. Sunderman pointed out that many years ago, the participating cities of the Commission put forth funding to provide operating funds until the end-of-month billing for the actual expense was sent to the participating cities and received by the county. Overtime and as inflation and monthly expenses increased, this fund balance has continued to decline on a monthly basis and is now ending up in the red every month. The actual fund balance in June was -\$1448.80 and -\$1274.02 for July. Mr. Sunderman suggested that the Commission bill each participating agency a combined amount to meet the fund balance for the remainder of the budget year and that the item be reviewed at budget time. After discussion, the Commission decided to bill the supporting cities a combined total of \$3,000.00 for fund balance maintenance.

MSC Shouse/Livengood to bill the supporting cities of the Cass County Public Safety Commission a combined total of \$3,000.00 for fund maintenance. Carried unanimously.

TAC Rob Koppert gave his report and updated the Commission that he still anticipated implementation of EMD to be September 15th, due to a backorder of some necessary cards. He reported that on August 2nd, a lightning strike destroyed the base radio for fire, Mutual Aide and Point to Point channels. A replacement had to be ordered, and Chairman Dunfee was contacted and gave his verbal authorization. Estimated cost is \$6,500.00 plus programming and installation. The replacement has already been installed. Koppert also informed the Commission of an issue in which an unauthorized person had accessed the communications center and that he and Sheriff McLaren had dealt with the problem and that a sheriff's deputy and a dispatcher would be disciplined.

In Old Business,

MSC Shouse/Livengood to remove from table and place the item of the Emergency Medical Dispatch / EMS Policy up for discussion. Carried unanimously.

After brief discussion and suggested amendments to the policy to specifically not identify dispatchers in the publicly posted Q/A results.

MSC Livengood/Adams to approve the Emergency Medical Dispatch / EMS Policy as amended.
Carried unanimously.

There was no New Business Discussed.

There were no comments or concerns brought by any citizens.

MSC Adams/Holmes to adjourn at 5:50pm.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Rob Koppert". The signature is written in a cursive, slightly slanted style.

Rob Koppert, TAC
Recording Secretary