

Cass County 911 Communications Center

Sheriff Bill Sage, TAA Rob Koppert, TAC
Cass County Courthouse
5 West 7th Street
Atlantic, Iowa 50022
712-243-2204 (Voice) 712-243-3701 (Fax) rkoppert@casscoia.us

MINUTES

February 26, 2007

Members present: Kern Miller, Dave Dunfee, Dan Rossell, Steve Livengood, Bob Matthies, and Chuck Kinen
Staff present: Rob Koppert, Bill Sage
Citizens present: None

Chairperson Dan Rossell opened the meeting at 5:01pm.

MSC Kinen/Livengood to approve the agenda as published. Carried unanimously.

MSC Miller/Livengood to approve the January 2007 Minutes. Carried unanimously.

MSC Kinen/Dunfee to approve the January 2007 financial statements and bills. Carried unanimously.

TAC Rob Koppert gave his report. He reported that the EMS station at the hospital appears to be fixed as there hasn't been and further problems with it in the past month. Racom had replaced a module that appeared to have been causing the problem. TAC Koppert had been in contact with officials at CCMH about splitting the costs of the repairs since both the hospital and the communications center share the radio system. TAC Koppert also reported that the tower at the courthouse had a side light and beacon bulb burned out. He had notified the Federal Aviation Administration per FAA rules, and contracted with Murphy Tower of Hartford for replacement of the bulbs. Workers arrived and replaced all light bulbs on the tower. TAC Koppert also reported that Marne Council member Barb Fischer had delivered a document with corrected addresses for property in Marne. TAC Koppert will have to validate all of the information with the Marne Elk Horn Telephone Company to verify no Marne addresses fall outside the Master Street Address Guide and therefore won't show up when that property owner calls 911. TAC Koppert also discussed work on coming up with a strict 40 hour schedule for dispatchers. Sheriff Bill Sage had informed the Commission a month prior that dispatchers could only work 40 hours in a 7 day period, or be paid overtime for hours above 40. TAC Koppert worked out several schedules but was unable to come up with a strict 40 hours in a 7 day period schedule while maintaining something close to the current hours and rotation. The closest he could come was 44 hours in one 7 day period and 36 in the other. TAC Koppert informed the Commission that Shawn Page would be attending Basic Iowa System training in late March. TAC Koppert also informed the Commission that there were no scheduled Emergency Medical Dispatch courses scheduled and that he was starting the process of hosting a class so that Shawn Page could become certified and the remainder of the dispatchers could take the mandatory 2 year recertification class. TAC Koppert reported that he had received the final paperwork from Shieldware and that they were ready for signatures. He also reported that he received specifications for a server to run the software and was in the process of getting bids. He also discussed the amount of work that would be needed in setting up the CAD system, inputting streets and businesses. TAC Koppert also informed the Commission that he had ordered a new 12 volt power supply for the transmitter building to replace one that was damaged. TAC Koppert also reported that the State of Iowa had issued a purchase order for the new Countywide repeater and that parts of the repeater had already been delivered. He anticipated installation of the repeater within the next 4 to 6 weeks. The repeater would be used by both fire and EMS squads in the county for better communication.

In Old Business, the Commission discussed the FY2007/2008 budget and adopted it with the minor changes outlined by TAC Koppert.

MSC Kinen/Miller to adopt the FY2007/2008 budget of \$257,609.00. Carried unanimously.

In New Business, TAC Rob Koppert submitted his resignation to the Commission, resigning as both dispatcher and dispatch supervisor. TAC Koppert stated in the letter that he was resigning for personal reasons.

After a brief discussion on how to proceed in finding a replacement for TAC Koppert, the Commission decided to meet on March 12, 2007 at 5:00pm to further discuss the situation.

MSC Dunfee/Livengood to accept the resignation of TAC Koppert. Ayes: Dunfee, Livengood, Rossell, Kinen and Matthies. Nays: Miller.

There were no comments or concerns brought by any citizens.

MSC Miller/Kinen to adjourn at 5:51pm.

Respectfully Submitted,

Rob Koppert, TAC
Recording Secretary