

Cass County 911 Communications Center

Sheriff Larry Jones, TAA Rob Koppert, TAC
Cass County Courthouse
5 West 7th Street
Atlantic, Iowa 50022
712-243-2204 (Voice) 712-243-3701 (Fax) cassema@metc.net

MINUTES January 28, 2002

Members present: Don Volk, Chuck Kinen, Dave Jones and John O'Brien
Staff present: Rob Koppert and Gloria Abild
Citizens present: None

Meeting called to order by Chairperson Kinen at 5:22pm

MSC Jones/Volk to approve the agenda as published with the addition of Election Of Officers. Carried unanimously.

Motion made by O'Brien to nominate Chuck Kinen as Chairperson.

Motion made by Volk to nominate Dave Jones as Vice-Chairperson.

Motion made by Jones to close nominations. Second by Volk.

Motion made by O'Brien to cast the unanimous ballot.

MSC Jones/Volk to approve the December financial statements. Carried unanimously.

TAC Koppert gave his report and noted that a telephone fact-finding hearing had been held with Workforce Development, Dick Scybert, and himself. The factfinders opinion should arrive within 10 days and we'll have rights to appeal. He discussed part time employee Scot Olson who is doing very well with his training. He also discussed the recent IOWA System audit and some discrepancies that were noted with the audit and procedures that weren't being followed and apparently haven't been followed for some time. The main discrepancy was the monthly validation of warrants, missing persons, and stolen articles. TAC Koppert is writing a validation procedure which will be submitted to Iowa Department of Public Safety for their approval and which then will be implemented by the sheriff's office, the police departments, and the communications center. TAC Koppert reported that he recently met with Dr. Berry who had reviewed the EMD cards and signed off on certain aspects of the cards. We are now ready to implement EMD and it was decided to implement EMD on February 4th.

There was no Old Business discussed.

In New Business, TAC Koppert stated he would like to see an upgrade of the furniture in the communications center to make it more ergonomic. He stated that having seven different sized persons using the same non-moveable furniture was causing some problems for at least 3 dispatchers. He suggested an ergonomic solution similar to recent projects as Shelby County and Pottawattamie County. He showed the Commission some pictures of Shelby County and how the furniture adjusted to fit anyone. The cost of Shelby County's upgrade was about \$25,000.00 for two positions. The company Shelby County used stated that one position upgrade would cost about

\$8,000.00 to \$11,000.00. Commission member Don Volk suggested possibly moving the communications center to a new location instead of using "band-aid" measures that we've been doing for the past 3 years. This was discussed and various options were presented. Commission Chairperson Chuck Kinen and TAC Rob Koppert was asked to discuss the issue with Sheriff Larry Jones.

The budget for the FY2002/2003 was discussed.

MSC Jones/O'Brien to adopt the FY2002/2003 budget. Carried unanimously.

Dispatcher and Union Steward Gloria Abild presented the Commission with a request for an increase in wages now that the dispatchers were also certified as Emergency Medical Dispatchers.

MSC Jones/Volk to adjourn at 5:58pm

Respectfully Submitted,

Rob Koppert, TAC
Recording Secretary