

# Cass County Public Safety Communications Commission

## Minutes

December 19, 2017

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

Present: Steve Green, CC BOS; Gaylord Schelling, CC BOS; Chris Jimerson, Atlantic; Kathy Somers, Atlantic

Absent:

Staff present: Mike Kennon

Citizens present: None.

Chair Gaylord Schelling called the meeting to order at 5:17pm.

M/S/C Jimerson / Green to approve the agenda. Carried unanimously.

M/S/C Somers / Jimerson to approve the minutes of previous meeting. Carried unanimously.

M/S/C Somers / Jimerson to approve November financial reports. Carried unanimously.

TAC Report: Mike Kennon reported that he had been working on completing several required documents and forms to submit to the State by a Jan.1 due date. Documents include: PSAP Point-of-Contact, PSAP Expenditure Data, Service Board Membership, 911 Service Plan and 911 Bylaws. Kennon also stated that he has been working on budgets. Kennon then told the Board that a work schedule had been posted for January that included no initial overtime as directed. There was also an update on a staff member currently on a medical leave of absence. The employee thought that they may be ready to return to work by February 1<sup>st</sup>. There was then a brief discussion as to how Kennon intended to work this employee back into a regular work schedule.

Kennon handed out a new draft budget that contained updates since the last board meeting. There was a brief discussion about expected wage increases for other County employees. There was also a question about expected health insurance costs. The draft budget will be revisited at the next regular Board meeting.

Finally, Kennon talked about a trip that he, Sheriff Darby McLaren, BOS Gaylord Schelling and BOS Steve Green took to Red Oak the previous week. Montgomery County has been looking at a proposal to possibly join the Statewide Radio System. Cass County was invited to observe a presentation to their fire chiefs, 911 Director and EMA Coordinator. Kennon will line up a site visit in Jan/Feb to get an idea of options for Cass County to join the Statewide system.

Old Business: None.

New Business: None.

Public comments or concerns: None.

M/S/C Somers / Jimerson to adjourn a 6:38pm.

Respectfully Submitted

