

Cass County Public Safety Communications Commission

Minutes

January 22, 2019

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

Present: Steve Green, CC BOS; Mark O'Brien, CC BOS; Kathy Somers, Atlantic;
Chris Jimerson, Atlantic

Absent: None

Staff present: Mike Kennon, TAC

Citizens present: None

Vice Chair Chris Jimerson called the meeting to order at 5:23pm.

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

Election of Officers

M/S/C Green / Somers to nominate and elect Chris Jimerson as Chair.

M/S/C Somers / O'Brien to nominate and elect Steve Green as Vice Chair.

M/S/C Green / O'Brien to nominate and elect Mike Kennon as Rec. Secretary.

M/S/C Somers / Green to approve the minutes of the 11-27-2018 meeting. Carried unanimously.

M/S/C Green / Jimerson to approve November-December 2018 financial reports. Carried unanimously.

TAC Report: Mike Kennon reported that he had been working on a plan to reduce overtime worked by altering regular rotating schedules of dispatch staff during holidays. Kennon explained that regular and swing shift personnel are generally both scheduled on a holidays depending on when the holiday lands on each of their regular scheduled rotations. Kennon intends to have just the regular shift employees or swing shift personnel work holidays. Staff that was scheduled, but does not work, will receive holiday pay for that day. If they work, they will receive time and a half for their hours worked and holiday time to use later or be paid out. Dispatch staff will be given some flexibility in this process, knowing that there must be coverage.

Kennon then gave a brief update of Cass County's progress toward integration to the ISICs Statewide Radio System. Kennon has been given some indication that the Sheriff's Office dual band radios should soon receive permissions and ability to use 700 MHz ISICs. The radios already have some basic programming installed. The Communications Center is still waiting for equipment that will allow Dispatch basic access to the new radio system. We are also still waiting for another proposal to Cass County from Motorola.

Old Business: Copies of a proposed FYE 2020 Public Safety Communications Budget were handed to the Board. It was the same as previous copies they had seen, but with the \$ and % "Change" columns filled in.

Respectfully Submitted



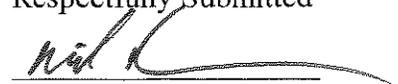
Kennon then handed out a document that is forwarded to the Cass Co. Auditors Office in June which shows the new wage broken down for each member of the Dispatch Staff. It also shows the starting wage for new dispatchers and salary for the Director. This document reflected a 2.8% increase for Dispatchers and the Director. Kathy Somers had questions about this document and would like to discuss it at our next meeting.

New Business: The Cass County Handbook revisions have not been completed. Once it is adopted, it can be compared with the current Public Safety Communications Handbook to determine if changes need to occur with the PS Handbook or if we can just adopt the County Handbook.

Public comments or concerns: None.

M/S/C Green / Somers to adjourn a 6:09pm.

Respectfully Submitted

A handwritten signature in black ink, appearing to be "Neil K", written over a horizontal line.