

# Cass County Public Safety Communications Commission

## Minutes

November 27, 2018

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

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

Absent: None

Staff present: Mike Kennon, TAC  
Citizens present: Mark O'Brien

Chair Gaylord Schelling called the meeting to order at 5:21 pm.

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

M/S/C Somers / Jimerson to approve the minutes of the 10-23-2018 meeting. Carried unanimously.

M/S/C Green / Jimerson to approve October 2018 financial reports. Carried unanimously.

TAC Report: Mike Kennon reported that work had recently been done to the EmergiTech 911 Phone and Call-Taking equipment. A technician spent an entire day replacing handsets and some internal components on each of the workstations. The performance of the phones is very much improved. Kennon also stated that a humidifier had been purchased due to extremely low humidity levels in Dispatch. Low humidity levels can make it uncomfortable for Dispatchers and static electricity can be harmful to computer equipment.

Kennon announced that Cass County had been approved for an ISICS grant to supply a preprogrammed consolete radio and other equipment to allow the Communications Center basic access to the Statewide Radio System. Kennon said he will touch base with Motorola to see how this equipment can be incorporated into their proposals to get Cass County onto the Statewide Radio System. Cass County had also qualified to receive a portion of a \$12K Homeland Security GIS Grant. One half of the grant money will be received before the end of the calendar year, the other half in 2019.

Kennon stated that he was expecting annual 911 Reporting Forms from the State to be emailed to him soon. Completing these forms for the first time was quite a challenge last year, but should be a little easier this year. Kennon also said that he and Jennifer Holaday had been busy performing edits and updates on CAD. County Fire Department equipment and personnel were being reviewed and updated. The mapping functions of CAD have also been getting thoroughly reviewed and edits to intersections and street spans were being made. Other mapping and address issues have been shared with County GIS director.

Kennon reported that computers with operating systems that are Windows 7 or older will not be supported by the end of 2019. Andrea Goins, County IT, has said that these older

Respectfully Submitted



computers will not be allowed on the County network starting January 2020. Kennon and Goins will review the inventory of computers in need of being replaced and come up with a plan for replacement. Kennon will also have to factor how State Virtual 911 Consolidation may affect this process.

Finally, Kennon announced that since there would be no Public Safety meeting in December, this would be Chair Gaylord Schelling's last meeting. Kennon said that "Coach" had seen both highs and lows as it relates to Cass County Public Safety Communications. He was instrumental in the move of the Communications Center from an unsustainable situation in the jail to its current location. He and the Board dealt with the loss of a 911 Director. There were also numerous critical personnel decisions that could have completely fractured or demoralized the dispatch staff. He leaves us with a facility that is the envy of surrounding Dispatch Centers that is well positioned for the future. We also have a full staff of qualified, competent and happy dispatchers. I only wish he could be around to see where we go from here. Thank you Coach!!!

Old Business: None.

New Business: Kennon handed out a Proposed Budget FYE2020 sheet. Kathy Somers asked that the \$ Change column and % Change column be filled out to more easily read the report. Kennon was also asked about how percentages used for employee benefits was derived. Last year's figures were used. There was then a brief discussion about the possible wage increase percent for the staff.

Kennon said he will get more solid numbers for the January 2019 meeting and fill in those columns for \$ and % as requested.

Public comments or concerns: None.

M/S/C Jimerson / Green to adjourn a 6:07pm.

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