

Cass County Public Safety Communications Commission

Minutes

February 26, 2019

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

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

Staff present: Mike Kennon, TAC; Scot Olson; Philip Davis; Bobbi Jo Jameson and Darby McLaren, CC Sheriff

Citizens present: Christin Vavricek, Adam Brinker, Kyle Quist, Tyler Shiels and Devin Hogue

Chair Chris Jimerson called the meeting to order at 5:15pm.

M/S/C Green / Somers to approve the amended agenda. Green had requested that Item #8 New Business be handled first. Carried unanimously.

New Business: There was a lengthy discussion concerning holiday staffing and other issues brought forward by staff members and guests who attended the meeting. Staff members were ultimately asked if there would be any objection to eliminating birthdays as an observed holiday and replace it with a personal day. Staff would not receive time and a half for working on their birthday, but they would still receive 8 hours of holiday time. There was no objection to this from staff members in the room and no action was taken by the Board on this item. Staff members were then asked if they would object to loosening punitive requirements that discourage staff from requesting time off on an observed holiday. The attending staff did not have an objection to this as long as it was a voluntary request from the employee. No action was taken on this item.

M/S/C Green / Somers to approve the minutes of the 1-22-2018 meeting. Carried unanimously.

M/S/C Somers / Green to approve January 2019 financial reports. Carried unanimously.

TAC Report: Mike Kennon reported that he had been asked if a radio located in the old EMA/911 office on the 3rd floor of the courthouse could be moved. The radio captures DPS State Trooper traffic and has an antenna on the roof of the courthouse. Kennon stated that DPS traffic will transfer to the ISICS Statewide Radio System in the next few weeks or months, but it is important to capture that radio traffic until that time. After that, the radio can probably be completely eliminated.

Kennon then stated that he would soon need to start working on staff performance appraisals. Board members recommended that these reviews be postponed until further notice.

Kennon then listed upcoming projects and events. Cass Co 911 will host a meeting Western Iowa Communications Directors on Feb. 27th. Kennon will meet with Atlantic Community School District officials on Feb. 28 to discuss Emergency Operations Planning. Motorola

Respectfully Submitted



representatives will meet at the Cass Co Communications Center to discuss local access to the ISICS Statewide Radio System. A non-binding agreement was recently signed by Kennon to consider Shared Services through remote State operated equipment. Call-Taking Phone System, Computer-Aided Dispatch (CAD), Mapping and Emergency Medical Dispatch are functions that are available for consideration. Every 15 Minutes (E-15) Program will be held at Atlantic High School on March 28-29. EMA/911 will be very involved with the planning and execution of the mock multi-vehicle fatality accident for this program. Finally, RAGBRAI will be coming through Cass County July 21-22 and overnighing in Atlantic. There will be extensive pre-planning for this event. There will also need to be added dispatch staff during this event. Kennon intends to ask event coordinators to budget for re-imbusement of added dispatch staff during RAGBRAI.

There has been a lot of recent activity involving County GIS. GIS and CAD mapping needed to be updated due changes in Emergency Service Numbers (ESN), numbers on a map grid that identify Emergency Service Zones for dispatchers. Wiota First Responders have disbanded, so they needed to be taken out of the system. We needed to also check to see if an appropriate EMS department was assigned to territory previously serviced by Wiota. Kennon continues to receive periodic rural address applications and requests for updated County Fire/EMS District maps.

Finally, Kennon said that new desk chair floor mats would need to be replaced in dispatch. He said he only mentioned it because the mats are rather expensive (\$175+) for the size of mats that would be necessary.

Old Business: Board members looked over the annual wage and salary document which is submitted to the Auditors Office before the beginning of the fiscal year. The Board came to a consensus that the only change they would recommend at this time would be to eliminate: New Hire \$16.60, After 6 Months \$17.07 and replace with only New Hire \$17.00.

Public comments or concerns: None.

M/S/C Somers / Green to adjourn a 7:40pm.

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