

# Cass County Public Safety Communications Commission

## Minutes

October 25, 2022

Cass County Courthouse Basement Meeting Room – 5 West 7<sup>th</sup> St., Atlantic, Iowa

Present: Steve Green, CC BOS; Mark O'Brien, CC BOS; Jim Behrens, Atlantic; Lee Sisco, Atlantic

Absent: None

Staff present: Mike Kennon, TAC; Darby McLaren, Sheriff, TAA

Citizens present: None

Jim Behrens called the meeting to order at 5:15pm.

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

M/S/C Green / Sisco to approve the minutes of the 10-6-2022 meeting. Carried unanimously.

M/S/C O'Brien / Sisco to approve September 2022 financial reports. Carried unanimously.

TAC Report: Mike Kennon said that Motorola has moved equipment from the staging area at the Annex garage to the WT site and to the State site by Lewis. Some pallets of equipment still remain in the Annex garage. Crews will re-start work on this project next week. Kennon added that a Motorola technician had recently been working on upgrading software and some hardware on the radio consoles. No adverse effects on console performance have been noticed since the upgrade. Finally, on this topic, Kennon said that the lease agreement with AMU had been signed and we are now waiting for an approval of construction drawings from AMU.

Motorola has also recently upgraded firmware/software for area law enforcement radios. Some minor re-programming to make all radios have the same setup also occurred. There was then some training on how the radios should be used by deputies and police officers was conducted. "Hot Keys" were explained to users and all law enforcement should have common programming with dispatchers able to direct law responders to the proper short-cut or Hot Key.

There was then a discussion about the status of various current staff members. Kennon then stated that a full-time job offer for a new employee was accepted and employment would start on November 7<sup>th</sup>. This new employee has no previous dispatch experience and will start at an \$18.00/hr wage rate. After a brief discussion, the subject of this new hire will be brought before the Board of Supervisors at their next scheduled meeting.

Respectfully Submitted



There was a discussion about upcoming County Holidays. The Day After Thanksgiving is still considered a County Holiday. Since Christmas Eve is on the weekend and Christmas observed is on a Monday, it will not be considered a Holiday this year. Kennon stated that this will not be popular with dispatch staff.

Kennon reported that there are efforts to get EMAs and Public Safety Dispatchers IPERS moved to Protected Status. Protected Status would allow increase benefit contributions and multiplier, decrease the years needed for vesting, and allow retirement at 55 without penalty. Kennon said that Protected Status has been a goal for some for as long as he has been an EMA, nearly 14 years. Kennon encouraged everyone to back this change.

Kennon said that he attended a Statewide Library Program last week. He travelled to Clarinda which was one of a half dozen sites throughout the State. A Statewide Zoom meeting was held, then regional EMAs gave a personalized presentation to their local region. Kennon had about 30 librarians at his site.

Old Business: The County Handbook is nearly ready to be distributed to County Departments. Public Safety will take steps to adopt the new handbook with exceptions for Public Safety as soon as possible.

The review of Public Safety Bylaws was tabled for a future meeting.

The topic of possible restructuring of the Comm Center was then discussed. Darby asked that Kennon email proposed new job descriptions for the positions of 911 Director/Coordinator and for Dispatch Supervisor. Darby said he would talk with dispatchers about their thoughts.

New Business: Kennon handed out a preliminary budget FYE2024. No action was taken.

Public comments or concerns: None.

M/S/C Green / Sisco to adjourn at 6:03pm.

Respectfully Submitted

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