

Cass County Public Safety Communications Commission

Minutes

May 23, 2023

Cass County Communications Center – 705 Poplar Street, Atlantic, Iowa

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

Absent:

Staff present: Mike Kennon, 911 Services Coordinator

Citizens present: None

Chair Jim Behrens called the meeting to order at 5:19pm.

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

M/S/C O'Brien / Sisco to approve the minutes of the 4-25-2023 meeting. Carried unanimously.

Mike Kennon stated that departmental expenses will end the fiscal year well under budget. He projects that total expenses will come in just under \$500,000.

M/S/C Sisco / O'Brien to approve April 2023 financial reports. Carried unanimously.

Coordinator's Report: Mike Kennon reported on the status of the local Motorola enhancement project. The microwave dish for the Adair State Tower was damaged and thus rejected. A replacement dish is on re-order, but is still not expected until sometime in June. Kennon also reported that Motorola had recently sent a benchmark document for him to sign which triggers an invoice to be paid. A maintenance contract for the Zetron phone system is due as well.

Kennon named a number of things he is currently involved with. EMS as an Essential Service, Rural EMS Pilot Project grant, ISICS talk group planning for schools, an IMWCA site visit and an ICAP site visit. He also said he was on a Zoom meeting yesterday concerning current rural drinking water issues affecting Avoca and other nearby communities.

Respectfully Submitted



Old Business: Kennon stated that the 28E Agreement - "Articles of Agreement" between the City of Atlantic and Cass County for Public Safety Communications had been signed by both parties. Kennon is now wanting an updated version of the Public Safety By-Laws adopted and signed by the Public Safety Board. There was a brief description of the changes that had been made to the document.

M/S/C Sisco / O'Brien to adopt the updated Public Safety By-Laws. Carried unanimously.

The updated Public Safety documents will be turned into the Auditor's Office and they will submit the documents to the Iowa Sec. of State's Office for their database for public access.

Policy updates for vacation accrual and comp time were handed out to Board members. No action was taken.

No action was taken on the Lead Dispatch position.

New Business: None.

Public comments or concerns: None.

M/S/C Sisco / Green to adjourn a 6:28pm

Respectfully Submitted

A handwritten signature in blue ink, appearing to be "G. Sisco", is written over a horizontal line.