

# Cass County Public Safety Communications Commission

## Minutes

August 22, 2023

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

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

Absent: None

Staff present: Mike Kennon, 911 Services Coordinator; Bobbi Jo Steffensmeier, Dispatch Supervisor

Citizens present: None

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

M/S/C Sisco / O'Brien to approve the agenda. Carried unanimously.

M/S/C Sisco / O'Brien to approve the minutes of the 7-25-2023 meeting. Carried unanimously.

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

Coordinator's Report: Mike Kennon had some maintenance concerns with the Dispatch Center's A/C units. Kennon had heard that it was a good idea to take the units apart and clean them occasionally. The units are about 8 years old and have never been cleaned. Kennon also asked about the unfinished basement bathrooms. Mark O'Brien said that he would look into these issues.

Motorola coverage testing was performed for the new ISICS radio enhancement project. The testing went very well. Coverage in the City of Atlantic improved dramatically. Other areas, such as the City of Cumberland, also saw improvement in radio coverage.

Cass County schools are currently getting ISICS base station radios installed in each of their buildings. These radios have panic buttons that alert the Cass County Dispatch Center. Training on radio usage and testing schedules will need to occur. Kennon has also recently ordered an ISICS base station for the Communications Trailer.

Respectfully Submitted



Kennon also reported that EMS paging had recently been affected after a power outage in the courthouse. Dispatchers were using a 'work around' by paging on Fire Ops until the issue can be resolved.

Kennon continues to work with many entities on the Rural First-Aid Pilot Project. He is also involved with the EMS as an Essential Service project.

Steffensmeier reported that the Cass County Dispatch Center is fully staffed and trained. She is working on completing an IOWA System Audit.

Old Business: None.

New Business: Kennon reported that new key fobs were needed for the Communications Center. The fobs were ordered through Johnson Hardware, the same company that installed the security system. The tech from Johnson said that software updates for the system were likely necessary and we would be required to enter into an annual maintenance agreement. Kennon is waiting for an invoice to see what that will cost.

Public comments or concerns: None.

M/S/C O'Brien / Sisco to adjourn a 6:00pm

Respectfully Submitted



---