

Cass County Public Safety Communications Commission

Minutes

November 25, 2024

Cass County Communications Center Conf. Room – 705 Poplar St., Atlantic, Iowa

Present: Steve Green, CC BOS; Jim Behrens, Atlantic; Shawn Sarsfield, Atlantic

Absent: CC BOS; Mark O'Brien

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

Guests: None.

Vice Chair Jim Behrens called the meeting to order at 5:20pm.

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

M/S/C Green / Sarsfield to approve the minutes of the 10-22-2024 meeting. Carried unanimously.

M/S/C Green / Sarsfield to approve the October 2024 Financial Reports. Carried unanimously.

911 Services Coordinator's Report: Bobbi Jo reported that our newest Dispatcher, Kyla Mittan, was doing very well. She is taking 911 calls and is progressing toward working independently. Kennon added that he saw a 40-Hour training course for dispatch would be offered in Pott County in March. Kyla was actually working in dispatch, so Bobbi Jo asked her to come join the meeting for introductions.

Kennon reported that the EMS as an Essential Service had passed.

Bobbi Jo stated that the A/C Mini Split units in dispatch had been cleaned and the water pumps which had been giving us trouble had been replaced. The units appear to be working properly. Mediacom cable service has been canceled. We were getting progressively fewer channels and the price remained the same. It was felt that we would be better off with a streaming service such as YouTube and it would be cheaper. Our TVs would have to be Smart TVs though. Sarsfield said that he had a large screen TV that he would be willing to donate to dispatch. Bobbi Jo would look into finding out if the donated TV would work for us. Kennon then said that he had just received the new credit card which would be necessary to be billed for the new streaming service subscription. The credit card would also be used for various EMA and Public Safety purchases that currently are handled through the Auditor's Office.

Respectfully Submitted



Kennon said that he has completed 911 Annual Forms and submitted them to IHSEMD. These forms report local PSAP Point-of-Contact information, 911 Service Board Membership and PSAP Expenditure Data. Kennon then asked about budgeting. He would like to get started as soon as possible. He must give the City of Atlantic, or more specifically, Devin Hogue at APD a budget number to enter into a line item in the Police Dept. budget. Kennon would also like to get Bobbi Jo more involved in the budget process.

Kennon said he had been getting "Low Temp" alarms from the Atlantic WT site. He found no issues with the temperature in the shed and was working with Motorola to fix the possible alarm issue. Kennon then stated that he would be setting up the portable generator at the Cumberland tower site at 7:00AM 11-26-2024. Power crews would be replacing an old power pole and power would be out for 5-6 hours.

Erik Johnson will be placing an AED in the 2nd story of the courthouse. Kennon completed a Rural 1st Aid grant reimbursement last Friday. There is a little more than \$50K to be spent with \$0.00 match before next July.

There will be high school facility tours of the Comm Center on 12/6. A 3D printer was recently purchased by EMA. It will be housed in the kitchen/storage area in the Law Office basement. Finally, Kennon said that a Sec. Roads employee had approached him about the new ISICS radio system. He was very impressed with the sound quality and the countywide coverage. He thought it was a very good investment for Cass County. Kennon agreed.

Old Business: None.

New Business: None.

Public comments or concerns: Kennon thanked the Board for changing the meeting to Monday evening. The change occurred due to a training opportunity at Elite Octane during the normal scheduled meeting time. The next scheduled meeting will be on 12/17, early due to Christmas Week.

M/S/C Sarsfield / Green to adjourn at 6:10pm

Respectfully Submitted

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