

Cass County Public Safety Communications Commission

Minutes

December 17, 2024

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

Present: Steve Green, CC BOS; Mark O'Brien CC BOS; Jim Behrens, Atlantic;
Shawn Sarsfield, Atlantic

Absent: Mike Kennon

Staff present: Bobbi Jo Steffensmeier, Dispatch Supervisor

Guests: John Westering, Sheriff's Office

Chair Mark O'Brien called the meeting to order at 5:19 PM.

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

M/S/C Green / Behrens to approve the minutes of the 11-25-2024 meeting. Carried unanimously.

M/S/C Behrens / Green to approve the November 2024 Financial Reports. Carried unanimously.

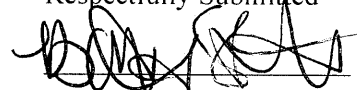
911 Services Coordinator's Report: Bobbi Jo reported that our newest Dispatcher, Kyla Mittan, is on track to start her two weeks of working independently with supervision at the beginning of January. She is making progress with handling multiple incidents at once and has had little help over the last few weeks, with the exception of interstate accidents. Based on the progression of her independent portion of training, would determine which 40 Hour academy class she would attend, which would likely be the class that Pottawattamie County is holding in March.

Bobbi Jo stated that Mediacom services had been disconnected and a YouTube account had been established for the Communications Center. Steffensmeier worked with the Auditor's Office to get this set up and ensure they have the information they need to access the account if need be. All notifications and Secondary Authentications are approved through Bobbi Jo, to ensure it cannot be used outside of the Communications Center.

Sarsfield donated a 55-inch TV to the Communications Center, and it was dropped off this past weekend. Bobbi Jo will determine what needs to be purchased to make the TV functional with the streaming service. At this time this tv will be used in lieu of replacing it with a new tv as previously approved. There will still be a TV purchased that will be used to monitor the school cameras.

Steffensmeier advised the recently issued Credit Card is activated and was used to establish the You Tube TV account.

Respectfully Submitted



Steffensmeier asked the Board of Supervisors representatives what wage increases were likely going to be? Green and O'Brien could not say with certainty but thought it would be between 2 and 3 percent.

A lengthy discussion regarding the Sheriff's Office wages as well as Dispatch comparable departments was had. Bobbi Jo has reached out to several departments regarding wage and benefit information but has not gotten a great response. She will continue to try to gather information from those departments to be shared at the next monthly meeting. Green stated he would like the 2025 – 2026 budget to be prepared and presented at the next monthly meeting as well.

Old Business: None.

New Business: None.

Public comments or concerns: None.

M/S/C Behrens / Green to adjourn at 5:50 PM.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Bobbi Jo", with a stylized flourish at the end.