

Cass County Public Safety Communications Commission

Minutes

February 27, 2024

Cass County Courthouse Basement Meeting Rm – 5 W. 7th St., Atlantic, Iowa

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

Staff present: Mike Kennon, TAC; Bobbi Jo Steffensmeier, Dispatch Supervisor
Citizens present: Doug Rossell, Cass Co. GESAC

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

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

M/S/C Green / Sarsfield to approve the minutes of the 1-30-2024 meeting. Carried unanimously.

Kennon stated that it is becoming even more apparent that the budget for the current fiscal year will be able to cover the added expense of the added part-time dispatcher. Kennon reported that departmental expenses are about \$27,000 under budget through February.

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

911 Services Coordinator's Report: Steffensmeier reported that the new full-time and part-time hires were now working regular schedules and are in the process of getting trained.

Kennon said there has been much activity involving Active Shooter response following the recent actual Active Shooter event in Perry. Bobbi Jo has produced SEARS Radio Usage Protocols, Training and Testing documents for each of the school buildings in Cass County. Bobbi Jo and Kennon visited each school building site to show school personnel how to use and test the SEARS radios. They also signed the documentation. Kennon and Steffensmeier attended a Motorola User Group meeting in Adel last week where communications at the Perry event was discussed extensively. Also last week, Deputy Bartholomew conducted local Active Shooter emergency response classroom discussions with area Law Enforcement, EMS, EMA and Public Safety Dispatch. Yesterday, Atlantic School Administrators met with Law Enforcement, EMA and Dispatch to discuss actions that should be taken as part of their overall comprehensive school safety planning. Kennon told Atlantic School Administrators that the Cass Co 911 Service Board had approved the purchase of a SEARS radio for the CCEOC building.

Kennon said that there has not been much to report on RAGBRAI coming through Cass County this summer. The Pass-Thru towns will be announced in April. He stated that a 700Mhz will be installed in the Communications Trailer.

Respectfully Submitted



Kennon has many training opportunities this spring:

Statewide Tornado Drill 3/27/2024
Integrated Weather Warning Workshop – Polk Co EOC 4/11/2024
Zoning Training – Council Bluffs 4/18/2024
IMWCA Active Shooter Drill – Johnston 4/24/2024
U of O Emergency Management Conf. 5/8-10/2024
Cass Co. State Facilitated HazMat TTX 5/16/2024

Kennon reported that he had just put on a Burn Ban for Cass County and that Siren Testing for the County would begin this Friday, March 1.

Doug Rossell was introduced. He is the Iowa National Guard GESAC assigned to Cass County. Doug lives in Cass County and works at the National Guard Headquarters in Johnston. He is a resource/liaison for Cass County in the event of a disaster. He would be able to inform local emergency response officials of capabilities or lack of capabilities that the Iowa National Guard may be able to offer in a local disaster. Rossell has worked for IHSEMD and knows EMA's function. Kennon is pleased to have someone he has a relationship with in this position. Kennon vowed that he would keep Doug informed of emergency response activities in the County.

Old Business: Steffensmeier said that a large monitor had been installed in Dispatch that will be dedicated to monitoring school video feeds. The computer for this project has also been received, so we will very soon be capable of receiving the video feeds from school buildings. Rossell asked if area schools had comprehensive plans in place and if they had Continuity of Operations Plans (COOP) plans. Kennon believed that schools have received guidance for comprehensive planning. He would have to follow-up on COOP plans for schools.

New Business: None.

Public comments or concerns: None.

M/S/C Sarsfield / Green to adjourn a 6:11pm

Respectfully Submitted

