

Cass County 911 Service Board

Mike Kennon, 911 Director
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MINUTES

April 23, 2024 – 6:00pm
Cass County Basement Meeting Room – 5 West 7th Street, Atlantic, IA 50022

Members present: Jim Behrens (Atlantic), Mark O'Brien (CC EMA), Randy Baxter (Marne), Steve Green (CC BOS), Jackson Bissell (Massena), Simon Jensen (Anita) and Virginia Coughlin (Cumberland).

Members absent: Dave Reynolds (Elliott), Kirk Stapleton (Griswold), Mitch Boysen (Wiota), Ryan Archibald (Lewis) and Greg Vetter (Grant). Darby McLaren (CCSO), Clif Anderson (Council Bluffs).

Staff present: 911 Services Coordinator Mike Kennon and Dispatcher Supervisor Bobbi Jo Steffensmeier

Guests present: Ben Daughenbaugh, Mayor Anita

Chair Virginia Coughlin called the meeting to order at 6:05pm.

Introductions


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

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

M/S/C Bissell / Behrens to approve the Financial Statements since last meeting. Carried unanimously.

Coordinator's Report: Kennon reported that he attended a meeting earlier in the day with RAGBRAI and other local stakeholders. The Communications Center will serve as the Command Center for the RAGBRAI event. Kennon will develop a Countywide Communications Plan as well as a Comprehensive Emergency Operations Plan for when RAGBRAI is in Cass County.

Respectfully Submitted,



Bobbi Jo Steffensmeier has recently conducted ISICS School Radio testing for each of the school buildings in Cass County. This should be the last test for the current school year and it went fairly well. Bobbi Jo also gave an update on school video feeds. There are some minor technical issues with the feeds she is getting and she will be looking into fixing these problems. Also, one school district has not done what is necessary to make their video feed available to us. We intend to stay patient, but we need to be persistent to assure we receive video feeds from all area schools.

Kennon reported that the 911SB Fund Balance was currently over \$350,000. There will be some large maintenance contract bills that will come due soon, but there are no other projects. Randy Baxter asked what we actually receive from these maintenance contracts. Kennon stated that it is for overall support. If something goes bad, we have someone to call and promptly fix it. There are also periodic software, firmware updates. Baxter suggested we request a receipt for work done when we receive a maintenance contract bill. Kennon said he would make that request. Someone asked about outdoor sirens. Kennon said that sirens were traditionally a city/town responsibility, but he would check to see if it was an allowable expense for 911 Funds. Someone else mentioned ISICS radios, pagers and additional radio batteries. There was also a request for Kennon to ask if there was a warrantee on these radio batteries. Kennon said he would ask the supplier.

Cass County Secondary Roads is looking into the possibility of buying 700Mhz radios and using the ISICS system for their operational communications. Cost is the major obstacle, needing nearly 30 radios at \$3,000 per radio. Although the Comm Center would have the capability to listen (and talk) to Sec Rds radio traffic, dispatchers would generally turn down/off this traffic as to not interfere with Public Safety Communications.

Old Business: We are waiting for the SEARS ISICS base radio that was ordered for the Atlantic EEOC school building. This radio will be programmed and installed as soon as possible, but it will likely not happen until after the school year is over.

New Business: None.

There were no public comments or concerns.

M/S/C Green / Bissell to adjourn at 6:32pm.

Respectfully Submitted,