

# Cass County Public Safety Communications Commission

## Minutes

November 25th, 2025

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

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

Absent: Steve Green, CC BOS

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

Guests: None

Vice Chair Shawn Sarsfield called the meeting to order at 5:36 PM.

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

M/S/C Behrens / O'Brien to approve the minutes of the 10-28-2025 meeting. Carried unanimously.

M/S/C O'Brien / Behrens to approve the October 2025 Financial Reports. Carried unanimously.

Dispatch Supervisor's Report: Dispatch Supervisor Bobbi Steffensmeier stated that things were going well in the Communications Center. There had recently been several sick / vacation days that needed covered, but everyone was helping to cover those days. Steffensmeier stated that she had purchased two Air Purifiers for the Communications Center as part of the reimbursable ICAP Grant but recently heard they may not be covered. 911 Services Coordinator, Mike Kennon, advised that he had just heard some supplemental information had been provided to ICAP to get it approved, but he had not heard if it was going to be accepted yet. Bobbi added that several Dispatchers advised they had noticed a difference when coming to work and appreciated having them. Steffensmeier lead the group in a lengthy Budget discussion. The Board of Supervisors will be meeting in December to start those conversations. Steffensmeier stressed the importance of doing the things we can now to keep fully staffed, as several centers in the area are consistently hiring, while Cass County has been fortunate to remain fully staffed. O'Brien mentioned the DOGE Report that he had recently been reading and had questions regarding the consolidation of county dispatch centers to regional call centers. Kennon and Steffensmeier expressed the importance of putting Cass County in the best position for potential upcoming consolidation considerations. Steffensmeier advised that she recently attended the Motorola Trunked User Group meeting in Adel and was informed that there will not be upgrades to the radio computers until December 2026, rather than December 2025 as she was previously advised. Steffensmeier updated the group on the purchase of new computers for the Communications Center which was previously scheduled to switchover in October but due to damages from a recent lightning strike, those computers have not been installed yet.

Respectfully Submitted



Steffensmeier stated they were purchased and were about \$3,000 cheaper than originally proposed. Sean Berens, Cass County IT, will get those installed in the coming weeks. Steffensmeier reminded the group that the next meeting would be the 23<sup>rd</sup> of December, all members stated they should be available to attend.

911 Services Coordinator Report: 911 Services Coordinator, Mike Kennon, spoke to the group about the upcoming Multi-Jurisdictional Hazard Mitigation Plan, MJHMP, project that would be coming up and he would be looking for members of the board to represent their entities for that project.

Old Business: None.

New Business: None.

Public comments or concerns: None.

M/S/C Behrens / O'Brien to adjourn at 6:41 PM.

Respectfully Submitted

  
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