

Cass County Public Safety Communications Commission

Minutes

February 25, 2025

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: Bobbi Jo Steffensmeier, Dispatch Supervisor

Guests: None.

Chair Steve Green called the meeting to order at 5:15pm.

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

M/S/C Behrens / Sarsfield to approve the minutes of the 1-28-2025 meeting. Carried unanimously.

M/S/C Sarsfield / Behrens to approve the January 2025 Financial Reports. Carried unanimously.

Dispatch Supervisor's Report: Bobbi Jo reported that Dispatch is currently fully staffed and trained. The newest Dispatcher is performing very well. County Dispatch also recently covered all of the City of Atlantic calls for a week with no issues.

Bobbi Jo and Mike attended the regular Fire Association meeting last Thursday evening. They discussed mutual aid calls and the need to update agreements. More needs to be done to make sure that mutual aid assistance is called when appropriate. Incident Commanders must be aware enough to call for mutual aid assistance if there is not an automatic mutual aid agreement with a neighboring FD. Fire Departments also discussed paging issues. Dispatch currently sends out VHF/700 dual pages. Motorola has not been able to fix some issues with dual paging, so FDs were asked what it would take to just receive the 700Mhz page. It was determined that the County would need 75+ new pagers. Kennon said that he had asked for quotes from Motorola to get an idea of what this project might cost. 911SB funds would be eligible for the purchase of pagers. Green said that grants may also be available.

Bobbi Jo and Mike also attended a Motorola User Group MTUG meeting last week in Adel. There was much discussion of current legislation being proposed concerning 911. Cutting funds to local 911SBs, State cost recovery of wireline fees, and possible "sharing arrangements" among PSAPs were all topics of discussion.

911 Services Coordinator's Report: Kennon said that CPR/AED training was being offered to County employees. Kennon reported that there are a number of counties that have taken

Respectfully Submitted



complete control of funding and operation of their local PSAP as Devin Hogue had proposed at our last meeting. After some discussion, there does not appear to be any desire to pursue this with our current PS Board.

Kennon stated that he will be reviewing the contract for use of the Oxford Tower. He would like to terminate the contract, remove radios from the tower shed and abandon some of the equipment on the tower. Sheriff's VHF Repeater and County Fire VHF Repeater are what is on the tower now. While these systems are still working, nobody is using them and we are paying \$1,000 a month rent.

Kennon has also been contacted by a lighting company about the tower at the courthouse. There are multiple violations that will someday need addressed. The antenna at the top "obstructs" the top light, the lower lights must blink, tower will need re-painted, and a fence is needed at the base. The tower is no longer necessary for PS Comms.

Finally, Kennon announced that there will be a Storm Spotter Class on March 11 at 6:30pm in the courtroom of the Courthouse.

Old Business: Bobbi Jo handed out paperwork with the specific language to add to the Employee Handbook that had been discussed at a previous meeting. Longevity has been paid to Dispatchers for many years, but was never included in the Employee Handbook. The Alternative Work Week was pre-approved by the Auditor's Office.

M/S/C Sarsfield / Behrens to approve the longevity and work week changes to the Employee Handbook as presented. Carried unanimously.

Finally, Bobbi Jo updated the status of live feeds from area schools. There is some frustration with schools either not yet allowing the feeds, or making access to the feeds very difficult.

New Business: Kennon brought up the topic of the wage rate for new hires. Green asked why we don't just address this when we are in the hiring process if necessary. Bobbi Jo thought that we need a framework that progresses new hires to the base rate over a more extended period of time, say 3-5 years. It was determined that Bobbi Jo should think about this and make a proposal at the next meeting.

Public comments or concerns: None.

M/S/C Behrens / Sarsfield to adjourn at 6:26pm.

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