

Cass County Public Safety Communications Commission

Minutes

September 23rd, 2025

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

Present: Steve Green, CC BOS; Mark O'Brien, CC BOS; Shawn Sarsfield - Virtual, Atlantic

Absent: Jim Behrens, Atlantic

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

Guests: John Westering, Sheriff's Office

Chair Steve Green called the meeting to order at 5:21 PM.

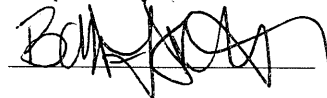
M/S/C Sarsfield / O'Brien to approve the agenda. Carried unanimously.

M/S/C O'Brien / Sarsfield to approve the minutes of the 8-26-2025 meeting. Carried unanimously.

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

911 Services Coordinator's Report: Mike Kennon announced the approval of the \$20,000 grant for the Multi-Jurisdictional Hazard Mitigation Plan project that will be taking place over the next year. Mike reported he had received the first quadrant of street signs for the county that Secondary Roads will be replacing. Further discussion was held as to why certain signs are being replaced. Kennon advised most are due to normal wear and tear while others have been damaged by accidents or stolen. Kennon reminded the board that IT will be ordering \$18,000 in new computers, needed for the Communications Center, due to upgrading outdated operating systems as discussed in a previous meeting. Mike also advised he and Sean had recently joined a zoom meeting regarding the Data Center Migrations the state is currently in the process of making from Des Moines to North Carolina, however due to having the state's preferred vendor, Zetron, they would be taking care of the necessary changes. Kennon noted that the county's fire extinguishers are past due for their yearly maintenance check and that the Fire Department had been notified. Kennon also discussed the condition of the paint on the outside of the building and the large strips of paint that are currently peeling off the West side. Lastly Kennon prompted a discussion on the timeline of budget submission to the board, they would like to see it at November's meeting.

Respectfully Submitted



Dispatch Supervisor's Report: Bobbi Jo advised things in the Communications Center had been busy with sick and vacation absences. Bobbi Jo recently attended the All-Participant's Conference in Des Moines and noted there was discussion and new recommendations circulating regarding recent surcharge cuts and fund balance allocations, also noting the first bill from the state would be at the end of October. Steffensmeier advised she had been working with CAM School to replace a power supply that had come up missing this summer as well as working on a location for the radio at the EOC in Atlantic, due to the current location no longer being staffed. Kennon and Steffensmeier attended the MTUG Meeting in Adel last week and watched a presentation on the New Radio Consoles. The current consoles will no longer be supported in 2031. It was determined that at this time our consoles are functioning properly and do not need to be replaced. Bobbi Jo advised the APCO / NENA Conferences in Des Moines were coming up in October, and she and one additional employee will be attending both days. Steffensmeier consulted the board regarding paying for memberships to both organizations for Dispatchers, as the cost for attending the conferences increases for Non-Members. All members agreed this could be pursued.

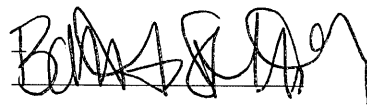
Old Business: None.

New Business: None.

Public comments or concerns: None.

M/S/C O'Brien / Sarsfield to adjourn at 6:19 PM.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Bobbi Jo", written in a cursive style.