

Cass County Public Safety Communications Commission

Minutes

December 17, 2019

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

Present: Steve Green, CC BOS; Kathy Somers, Atlantic; Mark O'Brien, CC BOS

Absent: Chris Jimerson, Atlantic

Staff present: Mike Kennon, TAC
Citizens present: None.

Vice Chair Steve Green called the meeting to order at 5:20pm.

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

M/S/C Somers / O'Brien to approve the minutes of the 11-19-2019 meeting. Carried unanimously.

M/S/C Somers / O'Brien to approve November 2019 financial reports. Carried unanimously.

TAC Report: Mike Kennon gave a brief update on local progress on the ISICS Statewide Radio System. Local Fire Departments recently received dual-band portable radios (one for each dept.) purchased by the 911 Service Board. The Communications Center should get two radio consolettes installed this week. When these radios are attached to the Dispatch consoles, County Fire and Law Enforcement will be able to talk directly with our Dispatchers. This will allow more effective testing of new radios.

Kennon stated that he continues to work on departmental budgeting and annual PSAP Data Forms. Kennon then asked about if and when the Board would like annual performance evaluations to be completed for dispatchers. After a brief discussion, the Board felt that a March-April timeframe would be best. This would get the evaluations done before

Respectfully Submitted



the new fiscal year.

Kennon then talked about regular preventive maintenance on the large generator that services the Communications Center. There has been some recent issues with the 10 year-old Courthouse generator. And while these issues have been addressed, the 5 year-old Comm. Center generator was not even looked at. While the Comm. Center has not had issues, Kennon feels that the generator should receive some preventive maintenance to avoid future problems. Mark O'Brien then said that the best thing to do would be to run the generator enough to run it low on fuel and fill with fresh fuel.

Kennon said that he was involved in planning for a hospital evacuation exercise this spring. There should also be some regional opportunities for Dispatch ISICS Training in the spring. Congresswoman Cindy Axne will visit the Cass County Communications Center next Monday, Dec. 23rd. Finally, Board Chair, Chris Jimerson, did not run for re-election and will no longer be on our Board after this month. We all appreciate the years of service to this Board from Mr. Jimerson and we recognize his dedication to Public Safety in Cass County.

Old Business: Kennon asked if there were any questions concerning the Public Safety Budget which had been emailed to members. He also had a copy of the proposed budget on hand. There were no questions and no action was taken.

New Business: Kennon said that he would be receiving a phone call from a Zetron representative about a shared services agreement on Thursday morning. Cass County has options that include Call-Taking Phone Equipment, CAD, Mapping, Voice Recorder and EMD. Kennon stated that we would likely only be interested in the Zetron Phone Equipment.

Public comments or concerns: None.

M/S/C Somers / O'Brien to adjourn at 6:27pm.

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A handwritten signature in black ink, appearing to be "W. J. K.", written over a horizontal line.