

# Cass County Public Safety Communications Commission

## Minutes

March 23, 2021

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

Present: Steve Green, CC BOS; Mark O'Brien, CC BOS; Kathy Somers, Atlantic;  
Jim Behrens, Atlantic  
Absent: None

Staff present: Mike Kennon, TAC  
Citizens present: None

Chair Steve Green called the meeting to order at 5:16pm.

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

M/S/C Behrens / Somers to approve the minutes of the 2-23-2021 meeting. Carried unanimously.

M/S/C Somers / Behrens to approve February 2021 financial reports. Carried unanimously.

TAC Report: Mike Kennon reported that the Motorola console project was pretty much wrapped up. Dispatchers and County radio users are now developing SOPs for most effective use of the new equipment.

Kennon continues to work on fulfilling EMPG-S and ICAP grant requirements. EMPG-S will be used to purchase PPE and videoconferencing equipment. The ICAP grant will be used to purchase approved County safety equipment. The Dispatch Center would also like to update premise information on their CAD system. Kennon stated that a media campaign may be necessary to get the word out to County facilities and businesses to prompt them to fill out the "Premise Information" document from a link on the County Homepage. Another option would be to hand out the physical document and have the business or facility fax/email it to the Dispatch Center.

Kennon continues to work with Beth Olsen and Cass County Public Health at public vaccination clinics. There have already been numerous vaccination clinics and they will continue for as long as there are doses available and there are unvaccinated residents.

Kennon said that he was also waiting on a requested proposal from Motorola for possible enhancements to radio coverage in the County.

Respectfully Submitted



This week is Severe Weather Awareness Week in Iowa. Cass County will participate in a Statewide Tornado Drill on Wednesday. Kennon then pointed out some facility maintenance issues. There are exterior lights that need bulb replacement. There are bugs in the old kitchen storage area that a new exterminator needs to be aware of. The gutters on the north side of the building are leaking. And the building generator has not had regular maintenance since it's install, almost 6 years ago.

Old Business: Kennon gave a brief overview of dispatch staff issues. There was also a discussion about possible changes to organizational structure. Finally, Kennon asked about progress on a County Courthouse Employee Handbook. It had been suggested at a previous meeting that Public Safety Communications should adopt the Courthouse Handbook, but it is currently in the process of being updated. No action was taken.

New Business: None.

Public comments or concerns: None.

M/S/C O'Brien / Somers to adjourn a 6:45pm

Respectfully Submitted

A handwritten signature in black ink, appearing to be "W. A. O'Brien", written over a horizontal line.