

# Cass County Public Safety Commission

Sheriff Darby McLaren, TAA      911 Director Rob Koppert, TAC  
Cass County Courthouse  
5 West 7<sup>th</sup> Street  
Atlantic, Iowa 50022  
712-243-2204 (Voice)    712-243-3701 (Fax)    [rkoppert@casscoia.us](mailto:rkoppert@casscoia.us)

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## Minutes

April 27, 2015  
Basement Meeting Room

<u>Member</u>	<u>Representing</u>	<u>Present</u>	<u>Absent</u>
Gaylord Schelling	Cass County	X	
Mark Wedemeyer	Cass County		X
Chris Jimerson	City of Atlantic		X
Kathy Somers	City of Atlantic	X	
Ashley Hayes (alternate)	City of Atlantic	X	

**Staff present:**                    Rob Koppert, Darby McLaren

**Citizens present:**            Mike Kennon, Tom Harris

Chairperson Gaylord Schelling opened the meeting at 5:07pm.

M/S/C Somers / Hayes to approve the agenda as published. Carried unanimously.

M/S/C Somers / Hayes to approve the February 2015 Minutes (there was no meeting in March 2015). Carried unanimously.

M/S/C Somers / Hayes to approve the February and March 2015 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert presented his Monthly Hour and Work-log Report. There were no questions by the Commission. Koppert updated his role in the courthouse VoIP telephone system. Due to a situation that occurred as the proposals were presented to the board, Koppert felt the need to have no further involvement in the process of securing or implementing the VoIP telephone system for the courthouse. Koppert updated the Commission on the recent APCO and NENA conferences that were held in Des Moines. He also updated the Commission on the status of current legislation and its impact on potential wireless 911 surcharge funding the county receives. Finally, he reported to the Commission on the interviewing and hiring of a dispatcher to replace Shawn Page who left employment with Cass County for a similar position with the Iowa State Patrol.

In business regarding the re-location of the communications center, Koppert informed that Commission that the cutover to the new communications occurred on March 24, 2015. Wireline 911 calls were transitioned to the new center at 5:00am, wireless 911 calls were transferred at noon. Radio console integration was completed during the afternoon and the old center was signed off at 3:30pm. At the request of jail staff, Koppert removed the position 1 radio console in order for staff to have adequate desk space and also to allow for the installation of jail office items. The position 2 console will remain until the jails new door control system is functioning.

Koppert reported on the issue involving the addition of the administrative telephone lines at the courthouse to the new center. Because of a failure by Windstream to have the lines appear and ring at both locations, Koppert was forced to install 7 new lines from CenturyLink at the new center so that the admin lines, sheriff's lines, and Atlantic Police Department lines could be call-forwarded to the new temporary telephone lines. Also, Koppert instituted procedures for moving service for the admin lines from Windstream to CenturyLink. This process was completed and the admin lines have been installed at the new center and are now just awaiting connection and integration to the Emergitech IP911 system. The lines also continue to appear at the courthouse for installation to the Avaya VoIP telephone system.

He also reported that the radio console installation did have some problems, primarily in two areas, paging and network connectivity. The paging issues were addressed and corrected by Koppert and the Avtec and Racom technicians. A potential software bug in the radio console software was discovered that does not allow for the simultaneous paging on multiple channels. At the end of the page tone, one of the channels drops out and misses the voice portion of the page. It was decided that all pages would be single pages, and only be sent on Fire OPS until Avtec can program a patch to correct the problem. The issue of network connectivity was corrected and appears to be stable although the installation of the fiber optic jumpers are less than optimal and need corrected.

Koppert reported that the installation of the Emergitech IP911 system went flawless. Updates will need to occur to the configuration when the normal administrative lines are connected.

He also report that the only real issue outstanding right now was the discovery of ants in the bathroom and kitchenette areas of new center. An exterminator was called and has placed several ant traps in the area. Koppert reported that the ants appear to be coming from underneath the wall near the toilet.

Koppert also made a request to purchase several items for the kitchenette and also tools.

There was no Old Business discussed.

In New Business, the Commission discussed adjusting the starting wage for two applicants for the job openings. Both have previous experience as 911 dispatchers and have familiarity with the either the CAD system or the 911 system. Sheriff Darby McLaren suggested that in light of their previous experience, the Commission should offer a wage higher than the normal staring wage. He stated he does that with deputies who have had experience and are certified. After a brief discussion, the Commission decided on a starting wage of \$16.19 per hour, which is \$1.00 lower than current dispatchers are making. They would get a 3% raise in July 1, and move to he fully wage upon completing their 6 month probationary period.

M/S/C Somers / Hayes to offer two qualified candidates a starting wage of \$16.19 per hour, with a 3% increase on July one and full wages upon completion of their 6 month probationary period. Carried unanimously.

There were no public comments or concerns.

MSC Hayes / Somers to adjourn at 17:52pm.

Respectfully Submitted,



Rob Koppert, TAC - Recording Secretary