

# Cass County Public Safety Commission

Sheriff Darby McLaren, TAA      911 Director Rob Koppert, TAC  
Cass County Courthouse  
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## Minutes

January 10, 2012  
Basement Meeting Room

Members present:      Steve Livengood, Chuck Rieken (alternate for Gaylord Schelling), Gaylord Schelling, Marc Wedemeyer, Julie Adams, Shawn Shouse, and Tom Harris.  
Staff present:          Rob Koppert  
Citizens present:      Mike Kennon

Chairperson Steve Livengood opened the meeting at 5:02pm

M/S/C Wedemeyer/Adams to approve the agenda as published. Carried unanimously.

M/S/C Shouse/Wedemeyer to nominate Steve Livengood as Chair for 2012. There were no other nominations. Carried unanimously.

M/S/C Rieken/Shouse to nominate Julie Adams as Vice Chair for 2012. There were no other nominations. Carried unanimously.

M/S/C Adams/Shouse to appoint TAC Rob Koppert as Recording Secretary. Carried unanimously.

M/S/C Adams/Shouse to approve the November 2011 Minutes. Carried unanimously.

M/S/C Shouse/Wedemeyer to approve the November 2011 financial statements and bills. Carried unanimously.

TAC Rob Koppert gave his report and discussed installation of the GeoLynnx Mapping software. The installation took place the week of November 28th and went smoothly. There are a few very minor issues that need to be worked out, plus the installation of the map data for surrounding counties. He also informed the Commission on the failure of the touchscreen monitor for the position 1 radio console and the purchase of a replacement. Koppert also informed the Commission that the Griswold Rescue unit had elected the Cass County 911 Center as their "Friend of EMS" award recipient and would be presenting the center a plaque.

In Old Business, the Commission discussed the future of the Cass County 911 Center. Chair Steve Livengood reported that he had met with Cass County Attorney Dan Feistner to seek an answer on the question of whether trips to other communication centers as part of a fact finding tour, where a majority of the Commission was attendance, was indeed considered an open meeting or not and how to accommodate the press and any public. Livengood reported that according to Feistner, trips are not considered meetings since no decisions will be made during the trip.

Commission member Gaylord Schelling arrived at this time and alternate Chuck Rieken left the meeting.

Due to the Cass County Democrat's meeting which was supposed to be held in the meeting room, the Commission re-located at this time to the meeting room of the Cass County Board of Supervisors.

The Commission then discussed the criteria of what would be a good representative county to visit. The criteria discussed and chosen were the following: 1) a new or reasonably new communications center, 2) a relatively new communications center that has been in its present location for 12 to 18 months, 3) a communications center that was expanded within their building, and 4) a communications

center that was relocated to another location within their building. After discussion based upon TAC Koppert's knowledge of other centers in the area, four communication centers were chosen. These include the Adair County 911 Center in Greenfield as meeting criteria #1, the Buena Vista County 911 Center in Storm lake as meeting criteria #2, the Carroll Police Department 911 Center in Carroll as meeting criteria #3, and the Shelby County Emergency Management 911 Center as meeting criteria #4.

The Commission then discussed suitable times for visiting each center. It was determined that 2 center visits a day could be viable. The Commission opted to visit Carroll County and Buena Vista County on one day and Adair County and Shelby County on another day. The Commission also decided Tuesday and Thursday work best for center visits. Vice Chair Julie Adams indicated she would be unavailable from January 31st through February 12th. Commission member Shawn Shouse indicated he would be unavailable from February 9th through February 18th. The Commission agreed to hold each trip after February 18th and have TAC Koppert contact each center to determine whether they would allow the Commission to visit, and potential dates and times.

In New Business, the Commission discussed the proposed budget for FY2012/2013. TAC Koppert submitted the proposed budget of \$410,785.00 and a two-sheet written explanation of each budget item and the reasons for change in budgeted items. The Commission discussed the new 5th position and how that position would be utilized and how it could reduce overtime for current dispatchers. Chair Steve Livengood and member Shawn Shouse brought back concerns from the Atlantic City Council regarding the \$20,000.00 increase that the City of Atlantic would have to pay for the increased budget. Both hoped that the cost could be reduced.

The Commission discussed the appropriations of \$20,000.00 for consultant fees earmarked for and study or professional consultation regarding a new or relocated communications center. After discussion, it was decided at the allocation be reduced by \$7,500.00 to \$12,500.00. Other areas reduced include wages for part time employees reduced \$1,000.00 and uniforms being reduced to \$0.00. This would reduce the proposed budget \$9,000.00 to \$401,622.00

M/S/C Shouse/Schelling to make the above changes to the proposed budget. Carried unanimously.

TAC Koppert was instructed to make the reduction changes and email the Commission the revised budget.

There were no comments or concerns brought by any citizens.

MSC Shouse/Adams to adjourn at 7:08pm.

Respectfully Submitted,



Rob Koppert, TAC - Recording Secretary