

# Cass County 911 Communications Center

Sheriff Bill Sage, TAA      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

January 29, 2007

Members present:      Chuck Kinen, Steve Livengood, Kern Miller and Dan Rossell  
Staff present:          Rob Koppert, Jennifer Erickson, Shawn Page and Bill Sage.  
Citizens present: Dave Erickson and Dan Feistner (County Attorney)

Chairperson Chuck Kinen opened the meeting at 5:05pm.

MSC Livengood/Miller to approve the agenda with the addition of county attorney Dan Feistner to discuss scheduling and pay information. Carried unanimously.

County Attorney Dan Feistner a recent finding in Mills County that showed that their 911 dispatch center has been inappropriately scheduling and paying dispatchers overtime hours. In checking with the Fair Labor Standards Act (FLSA), they found that 911 dispatchers are considered non-exempt by FLSA. Non-exempt employees are not to be salaried and are eligible for overtime for any hours worked over 40 in a 7 day period. Rob Koppert's position needs to be changed to a purely hourly wage, instead of both an hourly and salary position. Koppert is also considered non-exempt since he will make less than \$24,000 for supervisory duties. His wage will be the current top rate dispatcher wage, plus longevity and the \$7200 salary which needs to be broken down and added to his hourly rate. (Note: this figures out to  $(12.64 + .05 + (7200 / 2088))$  or \$16.14/hr.) A dispatcher supervisor job description also needed to be worked out for this wage.

MSC Miller/Livengood to set the dispatcher supervisors hourly wage at  $12.64 + .05 + (7200 / 2088)$  or \$16.14/hr. Carried unanimously.

MSC Miller/Livengood to nominate Dan Rossell as chairman for 2008. No other nominations were brought forward. Carried unanimously.

Motion made by Livengood to nominate Miller as vice-chairman. Motion died for lack of second.

MSC Kinen/Miller to nominate Livengood as vice-chairman for 2008. No other nominations were brought forward. Carried unanimously.

MSC Livengood/Miller to approve the December 2006 Minutes. Carried unanimously.

MSC Kinen/Miller to approve the December financial statements and bills. Carried unanimously.

TAC Rob Koppert gave a brief report and informed the Commission that there had been some more recurring problems with the EMS radio located at Cass County Memorial Hospital. A few defective components were replaced. At this point, it seems that there were several failed components that caused roughly the same problem to occur. During the latest problem, more diagnostic work was done and another problem found and corrected. Koppert will keep the Commission updated on this issue. Costs of work should be split between the Commission and Cass County Memorial Hospital.

In Old Business, the Commission discussed two proposed budgets presented by Koppert. Koppert and Bill Sage requested the budget allowing for dispatcher salaries to rise to \$15.00 to be competitive

with the Iowa State Patrol dispatch center in Atlantic. Five of the current 6 employees at Iowa State Patrol came from Cass County in the last 5 years, and it was felt by both Koppert and Sage and Cass County 911 was doing all the training for dispatchers for the Iowa State Patrol, and therefore needed a more competitive hourly wage. The Commission was presented with wage figures from surrounding counties, the Iowa State Patrol, and various other counties in other geographic of Iowa.

Motion made by Livengood to increase hourly wages by 10%. Motion died for lack of second.

MSC Miller/Livengood for increase hourly wages by 10% on July 1, 2007 and another 5% on January 1, 2008. Carried unanimously.

The Commission also discussed the software package for the communications center and requested that the Cass County E-911 Service Board pay for the Computer Aided Dispatch (CAD) software and hardware since those expenses were permissible under Iowa Code Chapter 34. It was requested those items be paid for by wireless 911 surcharge funds since those funds have to be spent improving the handling of 911 calls in the communications center. The Cass County E-911 Board will be meeting immediately following this meeting. During this discussion, several E-911 board members walked into the room.

There was no New Business discussed.

There were no comments or concerns brought by any citizens.

MSC Miller/Livengood to adjourn at 6:31pm.

Respectfully Submitted,

Rob Koppert, TAC  
Recording Secretary