

# Cass County 911 Communications Center

Sheriff Larry Jones, TAA      Rob Koppert, TAC  
Cass County Courthouse  
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# MINUTES

March 28, 2005

Members present: Chuck Kinen, Don Volk, Dave Jones, Mike Waters, Jon Oakley and Dan  
 Staff present: Rob Koppert  
 Citizens present: None

Chairperson Chuck Kinen opened the meeting at 5:00pm.

MSC Volk/Waters to approve the agenda as published. Carried unanimously.

MSC Waters/Volk to approve the February Minutes. Carried unanimously.

MSC Waters/Oakley to approve the February financial statements and bills. Carried unanimously.

TAC Rob Koppert gave his report and updated the Commission on employee discipline that led to the dismissal of a part time dispatcher who was still under the probationary period and failed to conduct themselves in an appropriate manner on the police radio. He informed the Commission that because of this and part time dispatcher Leslie Lee wishing to be moved to non-regular part time status, this has created a vacancy of two part time dispatchers. Because of the shortage, part time dispatcher Wayne Brosam has been moved to temporary full time and the schedule reverted to a 12 hour day with the dispatchers working 4 days on then 4 days off.

Commission Vice-Chairman Dave Jones suggested that since the current dispatchers in the center were happy with the 12 hour shifts working 4 days on and 4 days off, that perhaps the Commission should stay with that schedule. TAC Koppert pointed out that the only reason this could not be done at this time was that the Commission removed the 4<sup>th</sup> fulltimer's insurance package from the budget and the budget for FY2005/2006 was increased over the current years budget. The only way they could correct that was to amend the budget. Commission Chairman Chuck Kinen stated he wasn't in favor of amending any budget. Commission Vice-Chairman Dave Jones then suggested the training costs associated with hiring two part time dispatchers would offset the insurance costs and that in his opinion, it was easier to retain full time dispatchers versus part time dispatchers. TAC Koppert was instructed to check on the costs of 4 fulltime dispatchers versus 3 fulltime, and the associated part time staff, and report back at the next meeting.

TAC Koppert continued his report and stated that he was returning to policy of utilizing pre-employment tests to determine a candidates aptitude and capabilities. He also informed the Commission that non-regular part time dispatcher Todd Waters was willing to agree to the training reimbursement policy should the Commission send him to 40-Hour Telecommunicator School. Koppert also requested the Commission fix the wiring for the voice recorder, and nearly half of the non-emergency and all of the 911 calls are not being recorded. He informed the Commission that he had spoken with E911 Service Board Chairman Roger Muri about the problem, and that while the problem could be corrected using E911 or public safety funds, Chairman Muri suggested the public safety commission pay for the repairs. Commission Chairman Chuck Kinen suggested a 50-50 split and TAC Koppert would check with E911 Chairman Roger Muri about that offer.

TAC Koppert continued his report and updated the Commission on Wireless Phase II Implementation, the T-1 Network for the IOWA System upgrade, the progress of Per Mar Security in removing the alarm panel from the communications center, that a new fax machine had been purchased for the communications center and that he was finally able to come to terms with GBC Shredders over a replacement shredder for the communications center which failed while under warranty. A new shredder had arrived.

There was no Old Business discussed.

There was no New Business discussed.

There were no comments or concerns brought by any citizens.

MSC Jones/Volk to adjourn at 5:49pm.

Respectfully Submitted,

Rob Koppert, TAC  
Recording Secretary