

## Minutes January 16, 2001

Members Present: Chuck Kinen (by telephone), Dave Jones, Lynn Crozier, Don Volk  
Staff Present: Rob Koppert, Gloria Abild  
Others Present: Dr. Berry, Julie Kline, Duane Murphy, Randy Thompson (Carroll County  
Communications)

Chairman Chuck Kinen called the meeting to order 5:03 p.m.

At this time, Chairman Kinen turned the meeting over to Vice-Chairman Dave Jones.

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

MSC Volk/Crozier to approve the December Minutes. Carried unanimously.

MSC Crozier/Volk to approve the December financial statements as distributed. Carried unanimously.

Terminal Agency Coordinator Koppert gave his report and updated the Commission on the current part time opening, and that interviews will be held this week and next. He suggested purchasing teletype paper from Sam's Club at a saving of nearly \$10.00 per box. Part time dispatcher Amanda Schuler will be attending the Basic Iowa System Training (BIST) on January 30<sup>th</sup>. He also updated the Commission on the wireless E911 upgrade to the 911 system and that we are able to take cellular 911 calls. He expects wireless 911 to become operational within the month pending Qwest finalizing some state issues.

MSC Crozier/Volk to elect Chuck Kinen as Chairman and Dave Jones as Vice-Chairman for 2002. Carried unanimously.

In old business, the new three year contract with the Union has been sent to the Commission for signatures. TAC Koppert will take contracts to Chairman Kinen for his signature.

Employee evaluations were discussed briefly with TAC Koppert to contact Pat Simmons regarding the information she was going to present to the Commission when she was a member. TAC Koppert suggested simply making a checklist based on the employee's job description.

The Communications Contingency Study was handed out, but no action was taken.

In new business, Dr. Elaine Berry presented her request that the communications center dispatchers be trained in Emergency Medical Dispatch (EMD). She had presented a letter to the Cass County Board of Supervisors, Emergency Management Coordinator Rob Koppert, Cass County Attorney Jim Barry, and Cass County Sheriff Larry Jones on this matter. Anita Fire Chief Duane Murphy also requested the dispatchers be trained in EMD, and that it was his understanding that when Enhanced 911 went into affect, this was part of the deal. The Commission and those in attendance discussed the issue, with some answers being provided by Randy Thompson of the Carroll County Communications Center.

MSC Jones/Crozier to go ahead with training the dispatchers in EMD. Carried unanimously.

The proposed FY2002 budget was discussed briefly, with no objections to the proposed figures. The proposed budget has an 11.4 increase over the current budget, with most of the increase coming from salary increases, health insurance increases, and the EMD training. The Commission opted to change the health insurance

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figure to a 25 percent increase rather than the proposed 50 percent increase, based on new information provided by Don Volk.

MSC Crozier/Volk to adopt the proposed budget with the reduction in the insurance. Carried unanimously.

Anita Fire Chief Duane Murphy asked some questions regarding reimbursement for radio expenses from the E911 Service Board and 911 Coordinator Rob Koppert answered those questions.

MSC Volk/Crozier to adjourn at 5:26pm. Carried unanimously.

Respectfully Submitted,

Rob Koppert, TAC