

Cass County Public Safety Commission

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

Minutes

January 24, 2017

Cass County 911 Center – 705 Poplar

<u>Member</u>	<u>Representing</u>	<u>Present</u>	<u>Absent</u>
Gaylord Schelling	Cass County	X	
Steve Green	Cass County	X	
Chris Jimerson	City of Atlantic		X
Kathy Somers	City of Atlantic	X	

Staff present: Rob Koppert, Darby McLaren

Citizens present: Mike Kennon, Tom Harris

Chairperson Gaylord Schelling opened the meeting at 5:09pm.

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

M/S/C Somers / Green to elect Gaylord Schelling as Chair for 2017. Carried unanimously.

M/S/C Schelling / Green to elect Chris Jimerson as Vice-Chair for 2017. Carried unanimously.

M/S/C Schelling / Green to elect Kathie Somers as Secretary for 2017. Carried unanimously.

M/S/C Schelling / Somers to appoint Rob Koppert as recording secretary for 2017. Carried unanimously.

M/S/C Somers / Green to approve the November, 2016 (no December meeting) Minutes. Carried unanimously.

M/S/C Somers / Schelling to approve the November and December 2016 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert presented his Monthly Hour and Work-log Report. He updated the Commission on his involvement on the Iowa 911 Advisory Council and their activities especially regarding possible legislative action this year. He also updated the Commission on his health and work status and requested the option of being able to remotely work from home via VPN connection. The Commission gave their approval to work from home when Koppert is unable to work at the center.

There was no Old Business discussed.

In New Business, the Commission discussed the proposed budget for FY2018. After discussion, the line items for salary were changed to reflect a straight \$1,000.00 per employee increase, reducing registrations and schools from \$1,500.00 to \$500.00 and reducing furniture/equipment purchases from \$1,500.00 to \$1,000.00. Koppert will submit an updated proposed FY2018 budget at the February meeting.

At the request of 911 Director Koppert, the Commission discussed the procurement of a credit card for business use by the Cass County Public Safety Commission. Koppert advised he was using his personal debit card for some purchases for the Commission and was being reimbursed. Somers advised that probably wasn't technically legal and supported the procurement of a credit card.

M/S/C Somers/Green to authorize 911 Director to obtain a credit card through the Cass County Treasurer's office for the use by the Cass County Public Safety Commission and at a credit limit of \$1,000.00. Carried unanimously.

There were no public comments or concerns

MSC Somers / Green to adjourn at 6:01pm.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Rob Koppert". The signature is written in a cursive, flowing style.

Rob Koppert, TAC - Recording Secretary