

Cass County Public Safety Communications Commission

Minutes

April 24, 2018

Cass County 911 Center – 705 Poplar, Atlantic, Iowa

Present: Steve Green, CC BOS; Gaylord Schelling, CC BOS; Chris Jimerson, Atlantic; Kathy Somers, Atlantic

Absent: None.

Staff present: Mike Kennon

Citizens present: None.

Chair Gaylord Schelling called the meeting to order at 5:15pm.

M/S/C Jimerson / Green to approve the agenda. Carried unanimously.

M/S/C Somers / Green to approve the minutes of previous meeting. Carried unanimously.

M/S/C Jimerson / Green to approve March financial reports. Carried unanimously.

TAC Report: Mike Kennon reported that the Dispatch Center had participated in the Statewide Tornado Drill in March. The drill went very well. The big change this year was the elimination of an “all-clear” siren. There has been no negative response to this change. There was also an actual severe weather threat on April 13th. The Board briefly discussed details of the event and asked about procedures on when and how dispatchers set off sirens.

There was a mock vehicle accident as part of an Every 15 Minute program in Griswold on April 18th. Kennon said that the communications trailer was used for the program. Dacee McLaren did a great job of dispatching out of the trailer. Kennon also delivered 30+ Public Health cots in the Region 4 Pet Supply trailer for the kid’s overnite portion of the program.

The YMCA had an aquatics rescue drill on Sunday, April 15th. There were some issues with the ‘Y’ telephone system calling out to 911. Also, EMS responded to the main entrance to the building, when it would have been better to access doors by the pool area. So, it was a very successful drill in that these issues may be avoided in an actual event. The aquatics director was pleased with the drill and wants to have another drill at Sunnyside pool this summer.

Kennon stated that dispatchers have been used much more in exercise and training outside of the communications center this year. This has been good for dispatchers as well as other emergency responders in the County.

There was a brief discussion about the change made to dispatch emergency helicopter services. There has been no opposition to contacting the ‘closest available’ helicopter service when a helicopter is requested.

Respectfully Submitted



Finally, Kennon talked about performing a review of non-payroll expenses for 2019 budget. He believes that some current Public Safety expenses may qualify as expenses that can be paid thru the 911 Surcharge Fund. Kennon will also begin holding staff performance evaluations. These will be completed before June 30th, the end of the fiscal year.

Old Business: Mike Kennon was called by Motorola reps today. They would like to perform a few site walk-throughs next Monday. They want to visit the Atlantic Water Tower site, the Massena Telephone Tower site and the Anita Water Tower site. Kennon was able to talk with AMU and Massena Telephone and they are willing to talk with us about placing equipment on their towers.

There is still no final version of a new Cass County Employee Handbook, so no work has been done to update the Cass Co. Public Safety Communications Employee Handbook.

Kennon reported that legislation had recently passed advancing Virtual 911 Consolidation. There was a brief discussion on this topic. Cass County will not be high on priority the list for conversion of Call Processing Equipment (CPE) due to the fact that we have relatively new equipment in our Communications Center.

New Business: None.

Public comments or concerns: Gaylord Schelling said he had a conflict with the date of our next scheduled meeting. It was decided that we skip the meeting in May and meet next on June 26th.

M/S/C Jimerson / Somers to adjourn a 6:08pm.

Respectfully Submitted

A handwritten signature in black ink, appearing to be "Mike Kennon", written over a horizontal line.