

# Cass County Public Safety Commission

Sheriff Darby McLaren, TAA      911 Director Rob Koppert, TAC  
Cass County Courthouse  
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Atlantic, Iowa 50022  
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## Minutes

December 16, 2013  
Basement Meeting Room

<u>Member</u>	<u>Representing</u>	<u>Present</u>	<u>Absent</u>
Gaylord Schelling	Cass County	X	
Mark Wedemeyer	Cass County	X	
Steve Livengood	City of Atlantic	X	
Shawn Shouse	City of Atlantic	X	
Julie Adams	City of Griswold	X	
Tom Harris	City of Anita - Primary		X
Jeff Bohnsack	City of Anita - Alternate	X	

**Staff present:** Rob Koppert

**Citizens present:** Chris Jimmerson, Kathy Somers, Darby McLaren, Mike Kennon

Chairperson Shawn Shouse opened the meeting at 4:03pm.

M/S/C Livengood / Adams to approve the agenda as published. Carried unanimously.

M/S/C Schelling / Adams to approve the November 2013 Minutes. Carried unanimously.

M/S/C Adams / Schelling to approve the November 2013 financial statements and bills. Carried unanimously.

911 Director and TAC Rob Koppert presented his Monthly Hour and Work-log Report. There were no questions by the Commission. He updated the Commission on the training of Cody Claussen. He also reported that he had sent in documentation for the final payment of the fire repeater system to FEMA and they would be dispersing those funds shortly. He also reported that the TIP radio station on the tower had the receive multicoupler fail and that a replacement had been ordered and was expected to cost over \$3,000.00. The multicoupler is a custom piece of hardware that allows 4 receivers to share the same antenna on the tower and automatically switches the receivers out of line when the station transmits.

In business regarding the re-location of the communications center, Cass County 911 Director Rob Koppert informed the Commission that the Cass County Board of Supervisors have made a formal resolution to purchase the Cambridge Law Firm building at 707 Poplar. He also reported that he had been requested by the supervisors to obtain cost estimates for renovation estimates for relocating the communications center to the Cambridge Building and to the east end of the courthouse basement in space currently occupied by the assessor, the engineer and the GIS departments.

In Old Business, the demonstrations of Police Legal Sciences and I Am Responding were tabled until January due to computer problems in the meeting room.

The Commission continued discussion of the proposed budget for the fiscal year July 1, 2014 through June 30, 2015. Two budgets were discussed, one based on a six dispatcher staff level and the other on a seven dispatcher staff level. The Commission favored a seven dispatcher staff level, however 911 Director Koppert proffered a compromise idea, continue with the six dispatcher level, but add \$20,000 this year to the budget to account for items needed in the new communications center and then next year increase the staff level to seven. The basis for this was that for a substantial portion of the fiscal year, the center would still be located in the current location and at that time, it will be double staffed approximately 50% of the time and having a trainee

would mean three people working in the small center. The Commission thought this was an excellent idea and decided to go with the modified six dispatcher staff level budget. Koppert was directed to make the changes for presentation and adoption at the January meeting. Koppert also reported that wage adjustments weren't firm and the current budget has an increase of 3%, but according to information learned at county department head meetings, a higher percentage might be sought after to make up for the 0% increase four years ago and the 2% increase the year after that.

There was no New Business brought forward to the Commission.

There were no public comments or concerns.

MSC Adams / Livengood to adjourn at 5:46pm.

Respectfully Submitted,

Rob Koppert, TAC - Recording Secretary