

# **Cass County Public Safety Commission**

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

---

## **Minutes**

October 24, 2011  
Basement Meeting Room

Members present:      Steve Livengood, Julie Adams, Shawn Shouse, and Mitch Holmes.  
Staff present:          Rob Koppert  
Citizens present:      Mike Kennon, EMA Coordinator

Chairperson Steve Livengood opened the meeting at 5:03pm

MSC Shouse/Holmes to approve the agenda as published. Carried unanimously.

MSC Adams/Shouse to approve the September 2011 Minutes. Carried unanimously.

MSC Shouse/Adams to approve the September 2011 financial statements and bills. Carried unanimously.

TAC Rob Koppert gave his report on his assistance to the Cass County Fire Association's grant application and additional requirements by the federal government to register as a contractor in order to receive the grant. He also informed the Commission that the PRO-QA and CAD software updates would begin November 28th and that GeoLynx Mapping would be installed on November 21st. He also reported that as First Vice President for the Iowa Chapter of the National Emergency Number Association, he would be attending and speaking at the joint APCO/NENA conference in Des Moines. He also reported on the Iowa Statewide Interoperability Service Board and Iowa 911 Advisory Council joint survey of public safety answering points (PSAPS) in the state. Koppert also updated the Commission on the status of assigning addresses for MidAmerican Energy's Rolling Hills Windmill Farm in the southeast part of the county. He advised there were 156 windmills and 2 additional sites being assigned addresses. Koppert also report on confusion of Highland Road and Airport Road which was causing several residents to file complaints with the US Postal Service, the Cass County Engineers Office and the Cass County E911 Service Board. He also reported on the potential complications that could arise from the closing of the post offices in Wiota and Cumberland.

In Old Business, the Commission briefly discussed the future of the Cass County 911 Center. Members felt it would be in the best interests to meet with the Cass County Board of Supervisors and discuss the issue with them and to update the Board on the Commissions intentions at this time. It was agreed by the Commission that Chairperson Steve Livengood and 911 Director Rob Koppert meet with the Cass County Board of Supervisors at the next available opportunity.

In New Business, the Commission discussed the request from 911 Director Rob Koppert to reinstate the right to cash-out Holiday Time instead of taking the time off. Koppert explained to the Commission that the dispatchers have been allowed to cash out holiday time since prior to 1997, and that he was also able to do so until action by the Commission in 2009. Koppert pointed out that he routinely fills in for dispatchers who are sick or take vacation time, and that during this summer's prolonged illness of one dispatcher who was fighting cancer, that he worked many more hours than normal and was prevented from taking time off himself. He pointed out that he currently has 160 hours of vacation time on the books and 98 hours of holiday time and that he would be accruing another 48 hours of holiday time before the end of the year. The Commission tabled the matter until the next meeting so they could look at the Minutes of the meetings of 2009 to determine why the policy was changed.

There were no comments or concerns brought by any citizens.

MSC Adams/Holmes 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 with a large initial "R".

Rob Koppert, TAC - Recording Secretary