

Joint Emergency Communications Services Association Policy Board
Monday, May 7, 2012 – 7:30 a.m.
Joint Emergency Communications Center
4529 Melrose Avenue
Iowa City, Iowa

AGENDA

1. Call to order; recognize alternates.
2. Comments from public.
3. Discussion item: Iowa City Non-Public Safety Users/Radio System
4. Discussion item: Cedar County/West Branch request for Dual Tone pagers.
5. A public hearing to approve Resolution 2012-03 amending the operating budget for the Fiscal Year 2012.

This public hearing is for the amendment of the FY2012 budget. The purpose of this hearing is to receive public comment on the proposed FY2012 budget amendment. Detailed information on the budget is available from the Executive Director.

6. Other Business
7. Consider a Motion to adjourn the meeting.

Joint Emergency Communications Services
Association of Johnson County
4529 Melrose Avenue
Iowa City, Iowa 52246

Compiled Financial Statements
One and Nine Months Ended March 31, 2012

Prepared by:

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TABLE OF CONTENTS

	Page No.
ACCOUNTANT'S COMPILATION REPORT	1
FINANCIAL STATEMENTS	
Statement of Net Assets	2
Statements of Activities	3
SUPPLEMENTARY INFORMATION	
Schedule I - Budgetary Comparison	4 - 6

ACCOUNTANT'S COMPILATION REPORT

To the Policy Board
Joint Emergency Communications Services Association of Johnson County

We have compiled the accompanying statement of net assets and the statements of activities of Joint Emergency Communications Services Association of Johnson County, as of and for the one and nine months ended March 31, 2012, which collectively comprise the Association's basic financial statements as listed in the table of contents, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Association's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

The budgetary comparison information, on pages 4 through 6, is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have compiled the supplementary information from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information. Management has not presented the management's discussion and analysis information that the Governmental Accounting Standards Board has determined is required to supplement, although not required to be a part of, the basic financial statements.

We are not independent with respect to Joint Emergency Communications Services Association of Johnson County.

Latta, Harris, Hanon & Penningroth, L.L.P.

Iowa City, Iowa

May 1, 2012

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**JOINT EMERGENCY COMMUNICATIONS SERVICES
ASSOCIATION OF JOHNSON COUNTY
STATEMENT OF NET ASSETS
As of March 31, 2012**

ASSETS

Current Assets:	
Checking	\$ 1,558,779.59
Prepaid Insurance	64,726.02
Prepaid Rent	3,938.86
Prepaid Maintenance Contracts	<u>801,992.22</u>
Total Current Assets	2,429,436.69
Property, Plant and Equipment	
Land	50,125.00
Building	5,296,989.09
Equipment	<u>14,519,486.20</u>
Total Property, Plant and Equipment Cost	19,866,600.29
Less: Accumulated Depreciation	<u>(3,576,829.00)</u>
Net Property Plant and Equipment	<u>16,289,771.29</u>
Total Assets	<u><u>\$ 18,719,207.98</u></u>

LIABILITIES

Current Liabilities:	
Accounts Payable	\$ 1,044,598.94
Accrued Expenses	95,573.20
COPS Technology Grant Liability	2,195.06
Payroll Taxes Payable	6,146.00
IPERS Payable	17,820.24
Paid Time Off Accrued	<u>76,141.82</u>
Total Current Liabilities	<u>1,242,475.26</u>
Total Liabilities	<u>1,242,475.26</u>

NET ASSETS

Net Assets	<u>17,476,732.72</u>
Total Net Assets and Liabilities	<u><u>\$ 18,719,207.98</u></u>

See accountant's compilation report.

**JOINT EMERGENCY COMMUNICATIONS SERVICES
ASSOCIATION OF JOHNSON COUNTY
STATEMENTS OF ACTIVITIES
One Month and Nine Months Ended March 31, 2012**

	<u>Mar '12</u>	<u>July '11 - Mar '12</u>
Operations Budget Levy Proceeds	\$ -	\$ 1,405,850.00
Operating Expenses:		
Salaries and Wages	146,340.39	1,272,732.37
Benefits	66,115.88	544,981.20
Maintenance and Repair Services	49,974.37	309,463.22
Miscellaneous Contractual Services	7,443.10	82,391.95
Commodities-Supplies/Materials	5,816.45	19,666.00
Utilities	3,769.29	34,385.60
Travel and Training	33.93	5,801.91
Telecommunications	3,542.50	74,649.65
Postage & Mailing Services	-	282.13
Annual Maintenance	6,215.56	38,469.78
Rental and Leases	2,654.71	23,447.54
Capital Outlay	528.00	72,673.81
Total Operating Expenses	<u>292,434.18</u>	<u>2,478,945.16</u>
Net Operating Income	(292,434.18)	(1,073,095.16)
Non-Operating Revenue		
COPS Technology Grant Received	-	21,585.05
COPS Technology Grant Expenses	-	(21,585.05)
Net COPS Technology Grant	-	-
Interest Income	373.90	3,779.55
Pop Fund Revenue	27.05	79.75
Equipment Sale Proceeds	-	1,020.00
Excess Flex Withholding	-	2,465.62
Non-PS Radio System Fees	500.00	2,925.00
Depreciation Expense	(170,594.67)	(1,535,352.00)
Total Non-Operating Revenue	<u>(169,693.72)</u>	<u>(1,525,082.08)</u>
Change in Net Assets	<u>\$ (462,127.90)</u>	<u>\$ (2,598,177.24)</u>

See accountant's compilation report.

SUPPLEMENTARY INFORMATION

**JOINT EMERGENCY COMMUNICATIONS SERVICES
ASSOCIATION OF JOHNSON COUNTY**
Schedule I - Budgetary Comparison
Nine Months Ended March 31, 2012

	GAAP	GAAP to Budget		Actual	Budget	Variance (\$)	% of Budget
Revenues:							
Operations Levy Proceeds	1,405,850.00	-	\$	1,405,850.00	\$ 2,662,570.00	(1,256,720.00)	52.8%
Operating Expenses:							
Salaries and Wages							
Dispatchers - Full-time	905,516.83		\$	905,516.83	1,165,892.00	(260,375.17)	77.7%
Dispatchers - Part-time	32,682.69			32,682.69	38,334.00	(5,651.31)	85.3%
Executive Director	82,848.63			82,848.63	82,500.00	348.63	100.4%
Associate Director/Systems Adm.	-			-	-	-	
IT Manager	60,679.42			60,679.42	75,700.00	(15,020.58)	80.2%
Emergency Communications Coord.	-			-	57,000.00	(57,000.00)	0.0%
Systems Analyst	52,471.42			52,471.42	66,800.00	(14,328.58)	78.6%
Dispatch Supervisor	14,678.26			14,678.26	-	14,678.26	
Overtime	123,855.12			123,855.12	81,768.00	42,087.12	151.5%
Cost of Living Adjustment	-			-	42,000.00	(42,000.00)	0.0%
Merit Increases	-			-	9,000.00	(9,000.00)	0.0%
Longevity	-			-	8,725.00	(8,725.00)	0.0%
Total Salaries and Wages	1,272,732.37			1,272,732.37	1,627,719.00	(354,986.63)	78.2%
Benefits							
Group Life	2,126.03			2,126.03	3,300.00	(1,173.97)	64.4%
IPERS Retirement System	100,666.90			100,666.90	103,300.00	(2,633.10)	97.5%
Social Security	95,774.61			95,774.61	112,200.00	(16,425.39)	85.4%
Federal Unemployment	-			-	1,500.00	(1,500.00)	0.0%
State Unemployment Expense	4,062.16			4,062.16	-	4,062.16	
Health Insurance	298,866.53			298,866.53	522,144.00	(223,277.47)	57.2%
Dental Insurance	16,672.66			16,672.66	19,400.00	(2,727.34)	85.9%
Flex Spending	359.50			359.50	600.00	(240.50)	59.9%
Long-Term Disability	1,971.65			1,971.65	3,500.00	(1,528.35)	56.3%
Short-Term Disability	-			-	-	-	
Vision Insurance	1,056.56			1,056.56	2,500.00	(1,443.44)	42.3%
Workers Compensation	2,523.01	(2,523.01)		-	3,070.00	(3,070.00)	0.0%
Cellular Phone Reimbursements	2,400.00			2,400.00	3,840.00	(1,440.00)	62.5%
Mgmt Fees & Self Funded Health	17,473.59			17,473.59	-	17,473.59	
Benefits - Other	1,028.00			1,028.00	-	1,028.00	
Total Benefits	544,981.20	(2,523.01) E		542,458.19	775,354.00	(232,895.81)	70.0%
Maintenance and Repair Services							
Building	9,895.87			9,895.87	1,000.00	8,895.87	989.6%
Grounds	7,300.00			7,300.00	10,000.00	(2,700.00)	73.0%
Janitorial Services	10,500.00			10,500.00	14,000.00	(3,500.00)	75.0%
Mechanical	-			-	1,500.00	(1,500.00)	0.0%
Tower Site Maintenance	5,789.40			5,789.40	500.00	5,289.40	1157.9%
Harris Radio System Maintenance	152,250.00	(152,250.00)		-	-	-	
Harris Mobile and Port. Maint.	-			-	51,024.00	(51,024.00)	0.0%
Harris Mobile & Port. Pre Maint	27,603.87	(27,603.87)		-	-	-	
Harris FX Software Services	20,625.00	(20,625.00)		-	-	-	
Harris Sums FX and Sums Plus	22,687.50	(22,687.50)		-	-	-	
Paging, fire alerting & NetCloc	34,847.58	(34,573.59)		273.99	3,000.00	(2,726.01)	9.1%
Interop Equipment	-			-	3,000.00	(3,000.00)	0.0%
Emerson UPS & Liebert Cooling	17,964.00			17,964.00	17,100.00	864.00	105.1%
Viper 911 System	-			-	9,650.00	(9,650.00)	0.0%
Total Maintenance and Repair	309,463.22	(257,739.96) A		51,723.26	110,774.00	(59,050.74)	46.7%
Miscellaneous Contractual Services							
Software Purchases	-			-	5,000.00	(5,000.00)	0.0%
Refuse Disposal Service	604.80			604.80	1,000.00	(395.20)	60.5%
Pest Control Service	450.00			450.00	600.00	(150.00)	75.0%
Fire Extinguishers	1,490.00			1,490.00	1,490.00	-	100.0%
Consultant and Legal Services	25,933.15			25,933.15	30,000.00	(4,066.85)	86.4%
Accounting	24,097.00			24,097.00	20,000.00	4,097.00	120.5%
HR Services	-			-	10,000.00	(10,000.00)	0.0%
Insurance - Property	27,282.00	(12,153.00)		15,129.00	14,250.00	879.00	106.2%
Insurance - General Liability	-	11,021.00		11,021.00	10,100.00	921.00	109.1%
Insurance - Public Officials	-	1,446.00		1,446.00	1,250.00	196.00	115.7%
Insurance - Law Enforc Liab	-	4,791.00		4,791.00	4,650.00	141.00	103.0%
Insurance - Umbrella	-	4,775.00		4,775.00	4,650.00	125.00	102.7%
Miscellaneous Contractual Svcs	2,535.00			2,535.00	-	2,535.00	
Total Misc. Contractual Services	82,391.95	9,880.00 B		92,271.95	102,990.00	(10,718.05)	89.6%

See accountant's compilation report.

JOINT EMERGENCY COMMUNICATIONS SERVICES
ASSOCIATION OF JOHNSON COUNTY
Schedule I - Budgetary Comparison
Nine Months Ended March 31, 2012

	GAAP	GAAP to Budget	Actual	Budget	Variance (\$)	% of Budget
Commodities-Supplies/Materials						
Office Supplies	4,547.80		4,547.80	10,000.00	(5,452.20)	45.5%
Books & Publications	566.14		566.14	800.00	(233.86)	70.8%
Subscriptions	2,136.00		2,136.00	5,100.00	(2,964.00)	41.9%
Minor Equipment/Tools	904.75		904.75	1,500.00	(595.25)	60.3%
Building M&R Materials	5,973.94		5,973.94	-	5,973.94	
Electrical M&R Materials	795.07		795.07	300.00	495.07	265.0%
Mechanical M&R	1,782.60		1,782.60	2,000.00	(217.40)	89.1%
Com. M&R Parts	1,351.40		1,351.40	2,000.00	(648.60)	67.6%
IT M&R	1,608.30		1,608.30	5,000.00	(3,391.70)	32.2%
User Equipment for Mobiles	-		-	2,500.00	(2,500.00)	0.0%
User Equipment for Portables	-		-	2,500.00	(2,500.00)	0.0%
Total Commodities-Supplies/Material	19,666.00		19,666.00	31,700.00	(12,034.00)	62.0%
Utilities						
Electricity - JECC	17,829.42		17,829.42	36,000.00	(18,170.58)	49.5%
Water & Sewer	494.56		494.56	800.00	(305.44)	61.8%
Propane Gas	-		-	900.00	(900.00)	0.0%
Diesel Fuel (back-up power)	343.54		343.54	1,000.00	(656.46)	34.4%
Electricity - IP Tower	3,066.30		3,066.30	6,000.00	(2,933.70)	51.1%
Electricity - Stutzman Tower	2,992.16		2,992.16	4,800.00	(1,807.84)	62.3%
Electricity - Plotz Tower	3,413.52		3,413.52	5,100.00	(1,686.48)	66.9%
Electricity - Oakdale	4,086.31		4,086.31	6,600.00	(2,513.69)	61.9%
Electricity - Solon Tower	2,159.79		2,159.79	4,800.00	(2,640.21)	45.0%
Total Utilities	34,385.60		34,385.60	66,000.00	(31,614.40)	52.1%
Travel and Training						
Meals/Lodging Expenses	2,129.02		2,129.02	1,000.00	1,129.02	212.9%
Training, Conferences, Travel	1,610.00		1,610.00	8,000.00	(6,390.00)	20.1%
Mileage	2,062.89		2,062.89	1,000.00	1,062.89	206.3%
Total Travel and Training	5,801.91		5,801.91	10,000.00	(4,198.09)	58.0%
Telecommunications						
PRI Circuit-Iowa Telecom	7,834.67		7,834.67	10,000.00	(2,165.33)	78.3%
Long Distance-Iowa Telecom	1,426.63		1,426.63	2,500.00	(1,073.37)	57.1%
Internet-Iowa Telecom	11,271.35		11,271.35	14,400.00	(3,128.65)	78.3%
State IOWA/NCIC Connection	54,117.00		54,117.00	72,000.00	(17,883.00)	75.2%
Total Telecommunications	74,649.65		74,649.65	98,900.00	(24,250.35)	75.5%
Postage & Mailing Services	282.13		282.13	1,000.00	(717.87)	28.2%
Annual Maintenance						
ShoreTel Annual Maintenance	5,988.37	(1,603.23)	4,385.14	7,000.00	(2,614.86)	62.6%
SPAM Filter Software	-		-	99.00	(99.00)	0.0%
Antivirus Software	845.00		845.00	2,500.00	(1,655.00)	33.8%
Backup Software	4,162.64	(1,666.64)	2,496.00	5,000.00	(2,504.00)	49.9%
Digicert SSL Certificate	-		-	250.00	(250.00)	0.0%
GeoCom Mapping License Renewal	16,473.77	(16,473.77)	-	-	-	
Annual Maintenance - Other	11,000.00	(10,866.68)	133.32	-	133.32	
Total Annual Maintenance	38,469.78	(30,610.32)	7,859.46	14,849.00	(6,989.54)	52.9%
Rental and Leases						
Equipment Lease/Dispatch Copier	1,982.10		1,982.10	4,100.00	(2,117.90)	48.3%
Equipment Lease w/ Cost Share	1,985.35		1,985.35	1,800.00	185.35	110.3%
Solon Tower Site Lease	15,575.04	-	15,575.04	20,000.00	(4,424.96)	77.9%
Property Taxes - Tower Sites	530.00		530.00	-	-	
Plotz Tower Site Lease	1,500.01	(1,500.01)	-	2,000.00	(2,000.00)	0.0%
Lone Tree Tower Lease	1,875.04	624.96	2,500.00	2,500.00	-	100.0%
Total Rental and Leases	23,447.54	(875.05)	22,572.49	30,400.00	(7,827.51)	74.3%
Capital Outlay						
Mobile Radios	1,028.05		1,028.05	55,000.00	(53,971.95)	1.9%
Portable Radios	71,117.76		71,117.76	60,000.00	11,117.76	118.5%
UPS Battery Replacements	-		-	11,250.00	(11,250.00)	0.0%
DPS Backup PSAP	528.00	(528.00)	-	-	-	
Total Capital Outlay	72,673.81	(528.00)	72,145.81	126,250.00	(54,104.19)	57.1%
Total Operating Expenses	2,478,945.16	(282,396.34)	2,196,548.82	2,995,936.00	(799,387.18)	73.3%
Net Operating Income	(1,073,095.16)	282,396.34	(790,698.82)	(333,366.00)	(457,332.82)	237.2%

See accountant's compilation report.

**JOINT EMERGENCY COMMUNICATIONS SERVICES
ASSOCIATION OF JOHNSON COUNTY**
Schedule I - Budgetary Comparison
Nine Months Ended March 31, 2012

	<u>GAAP</u>	<u>GAAP to Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance (\$)</u>	<u>% of Budget</u>
Non-Operating Revenue						
COPS Technology Grant Received	21,585.05		21,585.05			
COPS Technology Grant Expenses	<u>(21,585.05)</u>		<u>(21,585.05)</u>			
Net COPS Technology Grant	-		-			
Interest Income	3,779.55		3,779.55			
Pop Fund Revenue	79.75		79.75			
Equipment Sale Proceeds	1,020.00		1,020.00			
Excess Flex Withholding Revenue	2,465.62		2,465.62			
Non-PS Radio System Fees	2,925.00		2,925.00			
Depreciation Expense	<u>(1,535,352.00)</u>		<u>(1,535,352.00)</u>			
Change in Net Assets	<u>\$ (2,598,177.24)</u>		<u>\$ (2,315,780.90)</u>			
	(152,250.00)	6 months amortization of radio system maintenance contract				
	(27,603.87)	7 months amortization of mobile & portable preventative maintenance contract				
	(20,625.00)	3 months amortization of FX software services contract				
	(22,687.50)	6 months amortization of Sums FX and Sums Plus contract				
	<u>(34,573.59)</u>	amortization of paging, fire alerting & netloc contract				
A	(257,739.96)					
B	9,880.00	9 months amortization of property insurance paid 4/9/11 (through 4/1/12) less premium prepaid 3/6/12 (through 4/1/13)				
	(1,603.23)	3 months amortization of Baker Communications prepaid maintenance paid 11/8/10 (through September 2011)				
	(1,666.64)	4 months amortization of CDW Government prepaid maintenance paid 4/5/11 (through 10/31/11)				
	(16,473.77)	9 months amortization of Geocomm prepaid maintenance paid 1/21/11 (through 3/31/12)				
	<u>(10,866.68)</u>	8 months amortization of CDW VMWare prepaid maintenance paid 2/28/11 (through February 2012)				
C	<u>(30,610.32)</u>					
	-	Solon prepaid rent paid 6/27/11 (for July 2011), but Mar 2012 paid 2/23/12				
	(1,500.01)	9 months amortization of Lone Tree Tower prepaid rent paid 1/21/11 (through 12/31/11)				
	624.96	9 months amortization of Plotz Tower prepaid rent paid/rent paid \$2,500				
D	<u>(875.05)</u>					
E	(2,523.01)	9 months amortization of workers comp insurance paid 05/17/11 (through 05/31/12)				
F	(528.00)	Capital outlay budgeted in prior fiscal year				

See accountant's compilation report.

**Joint Emergency Communications Services Assoc of Johnson Co
Disbursements
For the Month Ended March 31, 2012**

<u>Name</u>	<u>Amount</u>
HILLS BANK VISA - 2	284.51
LINN COUNTY REC	1,096.84
MARV'S GLASS	934.48
TRI-CITY ELECTRIC COMPANY OF IOWA	3,540.41
JOHNSON COUNTY EMERGENCY MANAGEMENT	62.95
JOHNSON COUNTY EMERGENCY MANAGEMENT	143.50
DE LAGE	199.20
ABC DISPOSAL	43.20
ABC DISPOSAL	32.40
CITY OF IOWA CITY	66.87
A W WELT AMBRISCO INS INC	38,509.00
SIMMONS PERRINE MOYER BERGMAN PLC	1,411.00
WINDSTREAM IOWA COMMUNICATIONS	1,273.63
WINDSTREAM	4,385.14
RACOM CORPORATION	3,125.40
RACOM CORPORATION	123.25
RACOM CORPORATION	176.00
RACOM CORPORATION	528.00
MIDAMERICAN ENERGY COMPANY	1,954.18
ADVANTAGE ADMINISTRATORS	30.00
SOURCEONE	1,050.00
ADVANTAGE ADMINISTRATORS	51.00
JOHNSON COUNTY EMERGENCY MANAGEMENT	38.95
EASTERN IOWA LIGHT & POWER COOPERATIVE	358.31
MARTINS YARDSMART	1,815.00
GENERAL PEST CONTROL	50.00
NEUMANN MONSON ARCHITECTS	6,001.09
MIDAMERICAN ENERGY COMPANY	293.09
HILLS BANK VISA	750.32
WINDSTREAM IT-COM.LLC	170.30
ADVANTAGE ADMINISTRATORS	142.10
OFFICE ELEMENTS	175.00
WINDSTREAM IT-COM.LLC	824.94
ALBRECHT, GARY G	80.00
JONES JR, THOMAS M	98.36
TRENARY, NICHOLAS J	94.82
HODGES, CHARLES E	80.00
JOHNSON COUNTY EMERGENCY MANAGEMENT	143.50
RACOM CORPORATION	120.75
SIMMONS PERRINE MOYER BERGMAN PLC	2,725.50
DIEBOLD	298.00
GTP	1,730.56
WINDSTREAM IOWA COMMUNICATIONS	1,273.63
TOTAL	<u>76,285.18</u>



Joint Emergency Communications Center
4529 Melrose Avenue
Iowa City, Iowa 52246

To: JECSA Policy Board Members
From: Interim Executive Director Tom Jones
Date: May 3, 2012
RE: Director's Report

The month of April was a busy month at the JECC. It started off on April 4th when a contractor that was installing a utility pole guide anchor at the intersection of Melrose and the southbound off ramp of highway 218, severed several pairs of Centurylink's underground telephone lines. The JECC did experience a service interruption to our routine non-emergency line, administrative lines, two of our Internet T1 lines, and a couple of our 911 lines. During this time our non-emergency line was forwarded to the University of Iowa and they assisted us with answering those routine calls. All 911 calls were still answered by the JECC and dispatched without interruption. I have enclosed in your packet a thank you letter that I sent to the University for their assistance during this 19 hour outage.

The auditors from Anderson and Larkin were onsite at the JECC on April 24th and May 1st to audit our fiscal year 2011 financials. The final report will be provided to us by the end of May or sometime in June at the very latest they stated. There were no issues noted with the preliminary information gathered.

On Monday April 30th, we had a new dispatcher start working at the JECC. This position was hired to replace an employee who whose employment ended on April 6th. This leaves only one anticipated opening to fill for an employee on long term medical leave.

Coming up on May 8th the JECC will cutover to Next Generation 911 circuits for our Wireless 911 trunks. This is a project that was put in place by Iowa Homeland Security and will allow PSAPs to connect to a statewide IP network in order to receive and process wireless 911 calls. The NG-911 network will allow citizens to use texting, video and picture messaging to access emergency services once it is developed by the carriers and made available to the Public Safety Answering Points (PSAPs) who process the 9-1-1 calls through the NG-911 system.

I have also spoken to Latta Harris and they will attend the June meeting to answer any questions and explain the monthly financials that are included in your packets. This was requested during the March meeting.

In regards to agenda item #3, enclosed is correspondence from Iowa City attorney Eric Goers about the Iowa City non-public users. The city is looking to purchase its own radio system for non-public safety users.

In regards to agenda item#4, the Cedar County EMA Director approached me about cost sharing new dual tone pagers for the West Branch Fire Department. This would be for paging West Brach Fire members for calls that they cover in Johnson County. Cedar County wants to eliminate a telephone line that is currently used to page the department. The JECC has recommended using Point to Point to notify Cedar County dispatch to page West Branch Fire.



Joint Emergency Communications Center
4529 Melrose Avenue
Iowa City, Iowa 52246

April 18, 2012

Mr. Charles Green
Director of Public Safety
University of Iowa Police
808 University Capital Centre
200 S. Capitol Street
Iowa City, IA 52242-5500

Dear Director Green;

This letter is to express our sincere appreciation and gratitude to your dispatch staff for handling the JECC's non-emergency routine line phone calls on the afternoon and evening of April 4th and morning of April 5th. We experienced a service outage for almost 19 hours on our non-emergency routine phone line during which time your staff assisted us with answering our calls. This was caused by a contractor working on Melrose Avenue who severed several pairs of phone lines while installing a utility pole guide anchor. Your staff went above and beyond their normal duties while handling our calls without hesitation. From the minute we notified your staff that we needed to forward our routine line they were ready to take over the calls.

These incidents show the importance of the University of Iowa Public Safety Dispatch Center as our backup. The routine non-emergency calls for service were able to be entered by your staff and then dispatched by the staff at the JECC without interruption.

We truly appreciate the working relationship with the University of Iowa Public Safety, and look forward to future endeavors.

Sincerely,

Tom Jones
Interim Executive Director
Joint Emergency Communications Center

CC: JECSA Policy Board



CITY OF IOWA CITY

City Attorney's Office
410 East Washington Street
Iowa City, Iowa 52240-1826
(319) 356-5030
(319) 356-5008 FAX
www.icgov.org

April 9, 2012

Jeff Stone
Simmons Perrine Moyer Bergman PLC
115 Third Street S.E.
Suite 1200
Cedar Rapids, IA 52401-1266

Re: Non-public safety radios

Dear Jeff:

I'm writing to inform you of our status with regard to the non-public safety radios. I'm aware you presented my letter of October 26, 2011 to your board on October 28th, and discussed the topic with them at that meeting. The minutes suggest there was not much support for granting our requests. Rick Fosse, Tom Hansen, and I attended the JECSA board meeting on November 18th, at which Rick made a brief presentation to the board about where we stood, and answered board member questions. Nothing we heard in that meeting led us to conclude support for granting our requests had grown since the October 28th meeting. The absence of any other response from the JECSA board leads us to conclude the minutes accurately reflect their position.

Having received the best and final offers back from the proposers, we will be making our decision shortly. Based on the apparent position of the JECSA board, we must assume JECSA is unwilling to grant our requests, and would instead demand \$75 per radio per year, without the data capacity to handle AVL. We will judge our proposals based on these assumptions, and hope to secure City Council approval at their May 1st meeting, and award the contract.

Again, City staff and I appreciate your efforts to engage in conversation regarding this matter, and look forward to future conversations. Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Eric R. Goers
Assistant City Attorney

CC: Tom Markus, City Manager
Rick Fosse, Public Works Director
Tom Hansen, Superintendent of Equipment Division
Kevin O'Malley, Finance Director
Mary Nichel-Hegwood, Purchasing Agent
Gary Cohn, IT Coordinator
Eleanor Dilkes, City Attorney
Andy Rocca, Fire Chief
Sam Hargadine, Police Chief

RECEIVED APR 09 2012



Joint Emergency Communications Center
4529 Melrose Avenue
Iowa City, Iowa 52246

The following is a summary of the JECSA FY-2012 budget expenditures. It should be noted that these expenditures will not require an increase in taxes and will be taken from the JECSA Unallocated Cash Reserves.

The following Budget categories were increased:

Wages and Benefits - \$95,856.00

The increase is primarily to cover additional overtime that was incurred during the fiscal year. There were also a couple of additional accruals paid out to employees who have terminated employment with the JECC. The Benefits category is projected to be under budget and has helped offset these costs.

Maintenance and Repair - \$71,202.00

The increase is to cover a Building expense to pay off Neumon Monson's original contract. This included all of the final paperwork and processing for our LEED certification on the building. There were also some Harris Software Maintenance costs for Year, which was not in the original contract and unexpected Tower Maintenance costs.

Miscellaneous Contractual Services - \$36,055.00

The increase is to cover additional Accounting Services, including a full audit of the JECSA FY2011 financials. There were also some increased premiums for our insurance at the JECC.

Commodities – Supplies/Materials - \$12,760.00

The increase is to cover unexpected Building Maintenance and Repair that occurred during FY2011.

Utilities – (\$15,077.00)

This category is projected to be under budget by \$15,077.00.

Travel and Training - \$2,402.00

The increase in this category is to cover Meals, Lodging, and Mileage from training two new full-time employees and two new part-time employees.

Communication/Telecommunication – \$678.00

Federal Taxes and Surcharges on these services were increased during the year and this is to cover those costs.

Postage and Mailing – (\$718.00)

This category is projected to be under budget by \$718.00.

Miscellaneous Other Charges - \$2,240

These charges are for the JECC Radio System Frequency Licensing that was not previously budgeted for.



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Annual Maintenance – (\$6,590.00)

This category is projected to be under budget by \$6,590.00.

Rental and Leases - \$1,176.00

The increase in this category is to cover the costs that exceeded the original budgeted amounts for the Solon Tower Site Lease and the shared copier/printer lease with EMA.

Capital Outlay - \$287,724.00

The increase in this category is to cover an invoice from Racom Corporation that was not budgeted for in FY2010 and the final Harris Corporation Change Order #6 that was approved by the Policy Board in 2011. These expenses have been previously allocated for out of cash reserves and the amendment will allow us to transfer the funds over for payment.

Total FY2012 Budget Amendment is: \$488,208.00

Projected 06/30/2012 Unallocated Cash Reserve/Unspent Checking: \$504,430.00

**NOTICE OF PUBLIC HEARING
BUDGET AMENDMENT**

FISCAL YEAR BEGINNING JULY 1, 2011 - ENDING JUNE 30, 2012

Joint Emergency Communications Services Association of Johnson County

The Policy Board will conduct a public hearing for an amendment to the FY2012 Budget for the Joint Emergency Communication Center, on May 7, 2012 at 7:30 a.m.

The Budget Amendment Summary of receipts and expenditures is shown below.

Copies of the detailed proposed Budget may be obtained or viewed at the offices of the Executive Director of the Joint Emergency Communications Services Association of Johnson County.

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed Budget.

(319) 356 – 6880
Phone Number

Tom Jones
Interim Executive Director

		Actual FY2011	Approved FY2012	Amended FY2012
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	2,283,364	2,662,570	2,662,570
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	2,283,364	2,662,570	2,662,570
Co-locate	4	0	0	0
Non-public safety subscribers	5	0	0	0
Draw on Reserves	6	953,648	333,366	821,574
Grants	7	0	0	0
Total Revenue and Other Sources	8	3,237,012	2,995,936	3,484,144
Expenditures & Other Financing Uses				
Salary and Wages	9	1,568,838	1,627,719	1,748,287
Benefits	10	708,331	775,354	750,641
Maintenance and Repair Services	11	38,453	110,774	182,476
Miscellaneous Contractual Services	12	154,717	102,990	139,045
Supplies and Materials	13	33,567	31,700	44,461
Utilities	14	52,978	66,000	50,923
Travel and Training	15	13,090	10,000	12,402
Telecommunications	16	101,194	98,900	99,578
Postage and Mailing Services	17	259	1,000	282
Dues and Memberships	18	200	0	0
Annual Maintenance	19	119,932	14,849	8,259
Rental and Leases	20	32,098	30,400	31,576
Capital Outlay	21	211,379	126,250	413,974
Miscellaneous	22	0	0	2,240
Total Government Activities Expenditures	23	3,035,036	2,995,936	3,484,144
Business Type / Enterprise	24	0	0	0
Total Expenditures	25	3,035,036	2,995,936	3,484,144
Excess Revenues & Other Sources Over (Under) Expenditures/Transfer Out	26	201,976	0	0

RESOLUTION NO. 2012-03

RESOLUTION AMENDING AND APPROVING THE OPERATING BUDGET FOR THE FISCAL YEAR 2012.

WHEREAS, the Joint Emergency Communications Services Association of Johnson County (“Association”) is required to submit its budget to the Johnson County Management Commission no later than January 31 of each calendar year.

WHEREAS, the proposed FY-2012 operating budget for the Association was approved by the Policy Board on December 17, 2010 in the amount of, two million nine hundred ninety-five thousand nine hundred and thirty-six dollars (\$2,995,936).

WHEREAS, the Association held a public hearing on the FY-2012 Budget Amendment on May 7, 2012 for which notice was published in the Iowa City Press Citizen on or about April 30, 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY BOARD THAT:

1. the amended operations budget for the association shall be three million four hundred eighty-four thousand one hundred and forty-four dollars (\$3,484,144);
2. the Amended Budget Summary, Revenue Detail and Amended Expenditure Detail are hereby attached as an Exhibit and incorporated by reference;
3. the Executive Director is hereby authorized to present Resolution No.2012-03 to the Johnson County Emergency Management Commission as certification of the Association’s Amended FY-2012 budget.

It was moved by _____ and seconded by _____ that Resolution No. 2012-03 be adopted, and Resolution 2012-03 was approved by a vote of _____ - _____.

Passed and approved this 7th day of May, 2012.

JOHN LUNDELL, CHAIRPERSON OF THE
JOINT EMERGENCY COMMUNICATIONS
SERVICES ASSOCIATION FOR JOHNSON
COUNTY POLICY BOARD