

## MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County  
Policy Board

Friday, January 28, 2011, at 8:00 a.m.

4529 Melrose Avenue, Iowa City, Iowa

Policy Board Conference Room

DIRECTORS PRESENT: Coralville: John Lundell  
Iowa City: Regenia Bailey; Mike Wright  
Johnson County: Lonny Pulkrabek; Pat Harney  
Johnson Co. EMA: David Wilson

**1. Call to order; recognize alternates.**

Wright called meeting to order. Salm was absent. Wright welcomed Gary Albrecht, the new Executive Director.

**2. Election of Chairperson and Vice Chairperson.**

Pulkrabek nominated Harney as Chairperson; seconded by Bailey. Motion passed unanimously. Wilson nominated Lundell as Vice Chairperson; seconded by Bailey. Motion passed unanimously.

**3. Action to approve minutes of December 17, 2010, Policy Board meetings.**

Motion to approve by Wright; seconded by Lundell. Motion passed unanimously.

**4. Comments from public.**

Rebecca Reiter, League of Women Voters, was recognized. No comments.

**5. Update from User Advisory Committee Meeting.**

Bedford provided an update on talkgroups for outside agencies, such as the Department of Corrections, Department of Transportation, and Veterans Affairs Police. The UAC recommended approval of these user agreements.

Bedford provided an update on the Law Enforcement Subcommittee. The Subcommittee discussed certain strategic things and unified dispatch. Albrecht was working on protocols. Bedford reported Pulkrabek had asked about ambulance and volunteer fire call times. Pulkrabek inquired if the call times could be communicated by fax. Jones stated access over the internet was provided. Wilson inquired about if the problem had been solved. Bedford stated there was no cost associated with this work. Spender stated Nick and TAC 10 were working on it. Harney asked about the cost of CAD monitoring. Jones stated this was an Iowa City specific issue and could

potentially affect Coralville in the future. Wilson stated Iowa City would pay for this in subsequent years. Bailey stated this was critical to accreditation.

**6. Action to approve Resolution 2011-01, appointing Gary Albrecht as Executive Director and establishing Executive Committee.**

Motion to approve Resolution 2011-01 by Bailey; seconded by Wilson. Motion passed unanimously.

**7. Action to approve Resolution 2011-02, providing merit and cost-of-living salary adjustments for IT Manager and System/Network Analyst.**

Stone stated certain salaried employees had not received adjustments in salary due to the absence of a permanent Executive Director. Motion to table by Wright; seconded by Wilson. Motion to table passed unanimously.

**8. Action to approve Resolution 2011-03, approving Annual Report and Annual Financial Statement.**

Jones presented the Annual Report. Jones stated the statistics represent six months of operations. Jones stated 67% of calls came from wireless devices. Lundell asked if this was still shifting towards wireless devices. Jones stated the trend was towards wireless devices. Jones reported on calls to the non-emergency number, abandoned calls, and calls from alarm companies. Harney asked if VOIP calls could be traced. Jones stated this should be checked with JECSA. Jones presented about CAD calls and calls for service. Jones reported 73,195 CAD entries. Harney asked about a dip in calls in November and December. Jones stated people stayed inside more. Pulkrabek asked about the percentage of calls for fire. Jones stated one call taker took 7,779 calls during this period. Jones also presented on the things to know when calling 911. Wright complemented Jones on the presentation.

Motion to approve resolution 2011-03 by Wilson; seconded by Bailey. Motion passed unanimously. Lundell asked about independent auditing. Stone commented that an independent auditor will be auditing the books at the close of FY2011. Harney inquired about service and maintenance contracts.

**9. Action to approve Resolution 2011-04, approving Conditional Acceptance of P-25 System and Approving Change Order No. 6 as revised.**

Motion to approve Resolution 2011-04 by Bailey; seconded by Pulkrabek. Motion passed unanimously. Wilson thanked Mike Kelley, Harris Corp., for the good work. Kelley thanked the Directors for their patience.

**10. Action to approve Resolution 2011-05, accepting Joint Emergency Communication Center and approving Release of Retainage.**

Stone commented that substantially all the work had been completed for some time and the only outstanding issue was LEED Certification. Wilson commented about LEED Certification. Motion to approve Resolution 2011-05 by Pulkrabek; seconded by Wright. Motion passed unanimously.

**11. Other business.**

Jones commented on union. Wilson stated there were some preliminary negotiations with Harris Corp. and a neighboring community, which could be mutually beneficial and without any costs.

Lundell requested a Director's report for future meetings.

Wright made a motion for a resolution of appreciation for Jones for his nine months of service as Interim Executive Director; seconded by Lundell. Harney thank Jones for his hard work in tough situations. Passed by consensus.

Stone commented on future subscriber agreements. Bedford stated UAC recommended this. Pulkrabek mentioned DuPage County, Illinois. Bailey was proud of the progress that had been made. Harney welcomed Albrecht. Albrecht thanked the Directors for the opportunity.

Kelley was proud of the accomplishments. Wilson thanked Kelley, Raleigh Wagner, and Jim Aycock and said they had been outstanding to work with. Stone agreed.

**12. Consider a Motion to Adjourn the meeting.**

Motion to Adjourn by Bailey; seconded by Wilson. Motion passed unanimously.