

# MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County  
Policy Board  
Friday, May 27, 2011, at 8:00 a.m.  
4529 Melrose Avenue, Iowa City, Iowa  
Policy Board Conference Room

DIRECTORS PRESENT:	Coralville:	John Lundell
	North Liberty:	Tom Salm
	Iowa City:	Matt Hayek; Mike Wright
	Johnson County:	Lonny Pulkrabek; Pat Harney
	Johnson County EMA:	David Wilson; Don Saxton

## 1. Call to order; recognize alternates.

Harney called meeting to order. Iowa City Mayor Matt Hayek was recognized as an alternate for Policy Board member Regina Bailey. Don Saxton, Chair of the EMA Commission, was recognized as an alternate for Policy Board member David Wilson.

## 2. Action to approve minutes of April 22, 2011, Policy Board Meeting.

Motion to approve minutes by Wright; seconded by Salm.

## 3. Comments from the public.

None.

## 4. Executive Director's report.

Albrecht stated the latest version of CAD (3.7) was rolled out on May 2<sup>nd</sup>. He stated there are still issues with the product but for the most part it is relatively stable. It is hoped those issues can be worked out in the next couple of weeks. Albrecht said TAC-10 has asked for final acceptance of the product and he is not prepared to do that until the product is running correctly.

Albrecht stated that advertising for the positions of Emergency Communications Coordinator and Public Safety Dispatcher began April 26<sup>th</sup> and so far there have been over 100 applications for the ECC position and just over 55 for PSD. Albrecht stated interviews for the ECC position would be conducted June 8<sup>th</sup> with a total of 5 candidates being interviewed.

Albrecht stated the rest of his report deals with issues that will be discussed at today's meeting including changes to JECC Health Care offerings, as well as the establishment of a base package for future radio purchases as recommended through the UAC.

Albrecht recapped the UAC meeting which was held on the 17<sup>th</sup>. He stated discussion centered on overload of the Law channels. Albrecht said he wanted to cut back on the hours that ICPD was pushed to their own channel, however he stated the UAC recommended against that for the time being. Albrecht added that UAC members are pleased with the changes made to the Law channels and those changes appear to have eradicated the majority of congestion complaints. Lundell asked if staffing levels would be reworked to help save overtime, in particular, for the times when ICPD is split to its own channel. Albrecht said changes to the schedule were being considered in an attempt to reduce overtime.

Albrecht stated they would discuss an EAP program as well as the pros and cons of not charging Non-Member Public Safety users for the use of the JECC radio system. Another discussion item would be the establishment of a liason with Linn County as they progress forward with the building of their new radio system.

Albrecht informed the Board that AT&T had requested to collocate on the JECC radio tower. Albrecht said it was decided not to allow collocation because of space concerns that could hamper future JECC expansion. Also Albrecht said the Army National Guard had requested to the use of JECC land to build a heli-pad. Albrecht said that idea was nixed also because of space concerns.

## **5. Discussion and Presentation on revised health insurance premiums.**

Bob Saunders addressed the Policy Board saying he was tasked with saving JECSA money while not changing the current benefits offered to employees. Saunders said the challenge was to come up with a plan that did not impact the employee in anyway shape or form, but in the end would save JECSA some money. Saunders said he is proposing an alternate plan which would increase the co-pays and out of pocket expenses on the back end, but the savings incurred by those increases would be used to supplement what would need to be paid above and beyond what the employee would pay. Again Saunders stated there would be no changes for the employee. Their deductibles and out of pocket expenses would remain the same and JECSA would cover the difference with the savings gained by going to a different plan with higher deductibles and out of pocket expenses.

Saunders said there would be a third party administrator who would administrate the plan for JECSA. He said claims would be paid by the plan administrator after the employee has met his or her deductible and out of pocket expenses. Saunders asked how much was budgeted for health insurance in the FY-2012 budget. Jones said \$522,144.00. Saunders said based on a 4.5% decrease in premiums for the upcoming fiscal year, JECSA has already recognized a 70,000 dollar savings, along with about another 60 to 70 thousand dollars which will remain from the 108 thousand dollar savings realized by changing plans. Saunders said eventually the savings fund would be self sustaining and the dollars that had been put toward premiums could now be used elsewhere in the budget.

Wilson and Pulkrabek asked if certain plans could be tweaked even more to save more for JECSA. Saunders said we were limited to a point on what could be tweaked and said we would

have to take the plans as given. Harney asked if the proposed changes would change our maximums. Saunders replied no. Pulkrabek asked if the changes would affect a catastrophic event. Saunders said we were already at our maximum claims rating so therefore there would be no impact. Jones added the proposed health care plan is no better or worse than what the City or County offers. Pulkrabek stated he believed this was a no brainer and JECC administration should move forward. Harney asked if there was a time frame to get in or get out. Saunders suggested we enter the new plan by July 1<sup>st</sup>. Stone stated that Albrecht and Jones should move ahead to get this in place by July 1<sup>st</sup> and the Board can approve at a later date. Albrecht said it would not affect collective bargaining as there was no essential change to the employee, just to JECC. Harney stated there was a consensus of the members for Albrecht and Jones to move forward and have the changes in place by July 1<sup>st</sup>.

## **6. Discussion on payment of accessories purchased with original radio purchase.**

Albrecht stated this has been a topic of conversation since he arrived in January and it was also discussed at the UAC meeting earlier this month. Albrecht said there were outstanding invoices with Racom for the purchase of batteries, speaker mics, belt clips and battery chargers. Albrecht stated the question that needs to be answered this morning is: Is JECOSA responsible for the original purchase of accessories or is that the responsibility of the member agencies. Lundell stated his understanding, after a conversation with Chief Bedford, was that JECOSA was responsible for the original purchase of accessories as they made up the base radio package. Pulkrabek agreed with Lundell that JECOSA would replace everything that member agencies had. Pulkrabek stated it was a bill that JECOSA needed to pay. Harney agreed. Wilson stated that is what we lead people to believe so therefore we should take care of it. Albrecht asked for clarification for future purchases, which was agenda item 8. He asked if a Department needed four radios in the future, would he purchase four radios or four base packages to include the radio, battery charger, spare battery, shoulder mic and belt clip. Board members agreed it would be the base package. Albrecht asked if an agency said their batteries were dead or a mic broken, who would pay. The consensus was that the member agency would be responsible. Wilson said the user agreements should be modified to reflect the base package. Pulkrabek agreed. Albrecht apologized for the rehashing of this issue, but stated he needed a clear direction how to proceed with past and future radio requests. Stone stated the payment of the invoices would have to be a budget amendment for the FY 2012 budget.

## **7. A public hearing to approve Resolution 2011-11 amending the operating budget for the Fiscal Year 2011.**

Harney opened the public hearing on Fiscal Year 2011 budget amendment. Neither hearing nor seeing any public input, Harney closed the hearing. Harney asked if there was a motion. Wright moved to adopt Resolution 2011-11, seconded by Salm. The resolution passed unanimously. Harney asked if there was any discussion. There was none.

**8. Re-discussion of future radio purchases and what is considered a base package.**

Discussion of this item was contained in the discussion related to agenda item 6.

**9. Discussion of the establishment of an Employee Assistance Program.**

Albrecht stated he was approached by Policy Board members Wright and Harney after the April meeting about establishing an Employee Assistance Program. Albrecht said he contacted Synchrony Services to provide counseling services and Mercy Occupational Health to provide work related injury services. Albrecht stated Synchrony has two types of contracts. One is an annual contract in which you pay 25 dollars per person per year and the other is a retainer contract in which you pay a dollar a year per employee. The annual contract allows for up to six cases per employee per year, which is covered under the annual contract. The retainer contract would charge \$450.00 per case per employee. Albrecht added Mercy Occupational Health provides screenings and flu shots as well as treatment for work related injuries. All of those services are provided on a case by case basis and would be charged accordingly. No contract would be needed to use Mercy's services. Albrecht stated if the Board wanted to offer this to employees it would not be that costly. Wright asked how costly it would be. Albrecht stated if we did the annual contract with Synchrony it would be \$750.00 annually. Mercy would be done on a case by case basis and if not covered by workers compensation it would be a cost to the JECC. For example if Albrecht had all employees get a physical each year, it would cost \$69.00 per person. Albrecht stated he thought it was a good program to have in place in particular for counseling because of the nature of the job. Harney stated he thought the programs would be welcomed but was concerned about the use of Mercy's Services. Albrecht stated an employee could only use Mercy's Services through a JECC referral. Wright asked if Workers Compensation insurance was in place. Albrecht stated yes. Wright believed the annual contract with Synchrony would be a no-brainer. Albrecht added if an employee needed more than 6 counseling sessions, then the cost of that would be the responsibility of the employee. The Board agreed there was a consensus for Albrecht to move forward and put the EAP program in place.

**10. Discussion of the pros and cons for changing the fee structure for Non-Member Public Safety Users.**

Albrecht stated at the April meeting of the Policy Board he was asked to put together a list of pros and cons concerning the issue of not charging Non-Member Public Safety entities for use of the JECSA radio system. The Pros are as follows: By not charging a fee it allows Non-Member Public Safety agencies to assist Johnson County Public Safety agencies at no cost to the Non-Member agency and no cost to JECSA. There would be no increased work load for dispatch, therefore no need for additional employees. Albrecht said there would be no impact on the channels that are used for day to day business. He added there would be seamless connectivity between Johnson and Linn County. Linn County currently does not charge Non-Member Public Safety entities for use of their system saying "it would be self defeating logic to charge a public safety entity that is an asset to Johnson County Public Safety Agencies and ultimately an asset to

Johnson County Taxpayers”. Albrecht stated the only con would be a slight decrease in user capacity during the times those Non-Member agencies were using our system. Albrecht said we currently are using only 25 to 30% of our capacity on a daily basis so an additional five to six radios for a day or two would be, for the most part, negligible. The only other con according to Albrecht would be a loss of revenue, about \$1,600 one time charge, and about \$4,500 annually. Wright agreed that charging Non-Member Public Safety Agencies would be self defeating. Harney asked who would be responsible for the purchase of the radios. Albrecht stated each agency would have to buy and maintain their own radios. Wilson said the user agreement would have to be re-crafted. Stone agreed. Harney said to re-craft the user agreement and bring it back to the Policy Board for approval.

**11. Discussion about establishing a Liaison with Linn County for purposes of combining our radio systems.**

Wilson stated that in some of his meetings with Linn County it has been discussed that both Linn County and Johnson have a Liaison with each other so that each County was up to date on the progression of the Linn County project. Wilson said he discussed the issue with Albrecht and he was positive about the request. Wilson said the Linn County Board meets about once a month. He said we would establish a non-voting Liaison for both Counties. Wilson stated Albrecht would be Johnson County’s representative while Charlie McClintock would be Linn County’s representative. Harney stated there was a consensus to move forward with the issue.

**12. Other business.**

Pulkrabek said he wanted to share with the board that the new radio system is allowing the officers to interact and back each other and support each other in unprecedented levels. He said the new system is doing exactly what everyone anticipated and intended it to do. Pulkrabek mentioned that recently there was a case involving an assault at a trailer court where weapons were involved. He said deputies followed the car until back-up could arrive and that back-up consisted of not only more deputies but Iowa City PD cars as well. He said something like that just never happened before. Harney added that Rod Sullivan who sits on the Board of Supervisors recently commented how smoothly things went at the JECC during the storms that occurred in May. Wright said at a recent meeting the Coralville Fire Chief stated that the new system was a 300 percent improvement over the old radio system.

**13. Consider a Motion to adjourn the meeting.**

Motion to adjourn by Pulkrabek; seconded by Lundell. Motion passed unanimously.