

MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County
Policy Board
Friday, June 24, 2016, at 7:30 a.m.
4529 Melrose Avenue, Iowa City, Iowa
Policy Board Conference Room

DIRECTORS PRESENT:	Iowa City:	Geoff Fruin
	Johnson County:	
	North Liberty:	
	Johnson County:	
	Johnson County EMA:	Dave Wilson
	Coralville:	John Lundell

1. Call to order; recognize alternates.

John Lundell called the meeting to order at 7:35 a.m. Alternates in attendance were Janelle Rettig for Rod Sullivan and Diane Venenga for Chris Hoffman. Directors Susan Mims and Lonny Pulkrabek were absent. Also attending were Tom Jones from JECC, Attorney Jeff Stone, and Michael Podliska, Independent Auditor from Anderson Larkin & Co. P.C.

2. Action to approve minutes of the December 15, 2016, Policy Board Meeting.

Wilson made a motion to approve the minutes as presented, second by Fruin. Minutes were approved.

3. Comments from the public.

No public in attendance.

4. Executive Director's Update.

Jones updated the policy board on several items from his Director's report, which covered activities from March to present.

While discussing the Harris upgrade and additional counties coming on board if there was still discussion about having a shared radio tech and other concerns. Jones explained that with the new multi-county maintenance agreement that both Johnson and Linn were comfortable with the agreement and leaving the technician work to the subcontractor.

Jones also explained some of the issues to the board that users are experiencing with the Computer Aided Dispatch (CAD) system and that staff has been starting to look at other systems. Rettig asked about individual entities that have current contracts with the CAD vendor if they would be able to have their current product interfaced or if everyone would need a replacement. Jones explained that most of the vendors allowed for third party support and that would be up to the individual agencies and that the JECC would coordinate any upgrades with each agencies current agreements.

Jones updated the board on an energy efficient audit that he has Mid American Energy perform as directed by the board at the January meeting. Jones reported the only findings

were to upgrade the parking lot lights and the interior T8 and T5 tube lights to LED. The board said to replace them with LED's as the current lights go bad.

Jones informed the board of some of the changes from recent legislation that was passed this year regarding wireless surcharge revenue. Jones explained that part of HF2439 that the Governor signed increases the wireless surcharge revenue from 46% to 60% that we would receive. We estimate approximately \$101,000.00 per year in additional revenue that Johnson County will receive. These funds will continue to offset costs that are budgeted for in the JECC operational budget.

Jones updated the board that Johnson County was approved for \$99,079.66 for the fiscal year 2016 wireless carryover grant. He stated that the funds were used to upgrade the Viper 911 phone system and logging recorder. Both items are now SIP compliant. The Viper 911 phone system upgrade was done over two years. The first year was to update the individual telephone positions and this year was the back end servers. Jones explained that Johnson County now has a new phone system that was an upgrade to the one that was installed when the JECC opened.

Jones updated the board on the roof leak issue that has been ongoing and explained that the architect and attorney have sent correspondence to the contractor instructing them to resolve the issue. The contractor had responded to the attorney and stated that they would stand behind their work. Jones included the initial correspondence and leak detection report in the board's packet. Jones stated that once the contractor responded that he would bring the rework agreement to the policy board for approval.

The last item discussed was the upcoming fiscal year 2016 financial audit. Jones stated that he has an engagement letter from Anderson and Larkin to conduct the financial audit. In January the board asked Jones to look into policies regarding how frequent RFP's should be issued to perform financial audits or how often auditors were rotated. Jones stated that he spoke with Dan Grady at Johnson County and they issue RFP's every 3 years for their financial audit and that the same vendor keep getting awarded the audit. When the same vendor is used, they request a new in-charge auditor. It was decided that the JECC would continue to use Anderson and Larkin to audit the fiscal year 2016 financials, but Jones would request a new in-charge auditor. After this audit is completed, Jones would send out RFP's for fiscal year 2017. Jones informed the board that the Johnson County finance department would assist Jones with the RFP process.

5. Other Business.

Lundell updated the board that he was completing the Executive Director's annual review. The next Policy Board meeting will be September 23, 2016 at 7:30 a.m. It was discussed that there may be a special meeting called to discuss action regarding the roof issue.

6. Consider a Motion to adjourn the meeting.

Wilson made a motion to adjourn the meeting, second by Rettig. Meeting adjourned at 8:36 a.m.