

MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County
Policy Board

Friday, June 25, 2010 at 8:00 a.m.
4529 Melrose Avenue, Iowa City, Iowa
Policy Board Conference Room

DIRECTORS PRESENT: All Directors present, except Michael Wright

Coralville:	John Lundell
Iowa City:	Regenia Bailey, Dale Helling
Johnson County:	Lonny Pulkrabek, Pat Harney
North Liberty:	Tom Salm
Johnson Co. EMA:	David Wilson

Dale Helling is the alternate for Mike Wright.

1. Call to order; recognize alternates.

All Policy Board Directors present, except for Michael Wright. Dale Helling is the alternate for Michael Wright.

2. Action to approve minutes of May 28, 2010, Policy Board meeting.

Motion to approve minutes of May 28, 2010, Policy Board meeting by Wilson; seconded by Lundell. Motion passed on a vote of 6-1 with Harney voting no.

3. Comments from the public.

None. Pulkrabek recognized the League of Women Voters.

4. Update from Harris Corporation on P-25 System schedule.

Loney stated the dispatching was ready and there was nothing significant. Loney commented there was a buzz on a Qwest T-1 trunk line. Jones stated this had been resolved. It was in good shape to make the cutover. Aycock commented the five-day bid error rate test had been fine and that there had been less than one second for recovery time. Loney stated the paging was ready. Sereduck confirmed that it had been tested. Loney stated the interoperability had been tested. Loney stated the P-25 was making progress and the project engineer would be on site next week. Loney stated that cutover testing would begin and perhaps the schedule could be accelerated.

5. Update on disbursement from Johnson County.

Jones stated there had been a meeting on June 15, 2010 with the Johnson County Auditor's Office. Jones stated there was an agreement to disburse approximately \$2.4 million and a voucher had been submitted in the amount.

6. Discussion regarding Executive Director search.

Stone stated that certain updates have been made to the recruitment profile. Helling stated that the advertising would be done through the City of Iowa City's Human Resources Office. Wilson commented that the living requirement perhaps should be a radius or Johnson County. Bailey supported a residency requirement because the Johnson County taxpayers were paying for the position. Lundell stated this position was reasonable. Wilson expressed some support for either Johnson County or a radius. Bailey stated that Johnson County was the best county in the State of Iowa and that any Executive Director would want to live here. Salm thought this was important. Wilson stated that perhaps this was negotiable. Pulkabek stated that he might be open to a change. Bailey encouraged the applicant to apply. Motion to move forward with advertising based on the revisions to the recruitment profile by Wilson; seconded by Bailey. Motion passed unanimously.

7. Discussion with Elert & Associates about the University of Iowa Department of Public Safety becoming a Public-Safety Answering Point and possible action to approve Backup PSAP Agreement with Joint Communications Agency.

Jones stated that there was a need to have a back-up for a condition 3 disaster. Jones stated that the University of Iowa Department of Public Safety was not a fully operational public-safety answering point. Jones stated that during the past 20 years there had never been a condition 3 disaster. Jones stated that Cedar Rapids could be the back-up. There is a requirement that Qwest imposes to have this type of back-up. There was an investigation of a ballpark estimate from Positron and RACOM regarding the costs for another PSAP.

Pulkabek asked why this had not been done. Jones stated that Elert had set forth certain options. Jones also stated that he did not participate in these discussions. Harney commented that perhaps Cedar Rapids should be pursued as an option because something might also affect DPS. Bailey stated that it was assumed that DPS would be a full back-up. Bedford stated that the UAC was surprised about this. Bedford stated that the UAC was not in a position to make a formal recommendation at this time and would make a recommendation for the July Policy Board meeting. Bedford stated that obviously a cost estimate was important. Bedford also stated that in the event of a catastrophic event, he supported DPS being a full backup.

Harney questioned about what would happen if a chemical spill occurred. Green stated that a chemical spill was a possible risk. Green also stated that calls could be

routed to Cedar Rapids, but that all 911 calls would be routed to Cedar Rapids. Wilson stated that any chemical spill that could affect JECC would not affect DPS. Jones stated that there were advantages to shifting to DPS. Visin stated that there were call takers available at DPS. Sereduck stated that calls could be shifted. Sereduck also stated that this is how it is currently handled now. Jones commented on the need for parallel trunks. Dave Kaun, Elert & Associates, stated that there had been discussions with Sullivan. Kaun stated it was typical to have the back-up out of the county. Kaun stated that the typical failure would be the lack of people and the assumption would be the equipment could keep working. Kaun stated the same number of trunks should be at both locations. Kaun stated the Viper Positron work would be perhaps a little under \$200,000.

Pulkabek stated there were three call stations at DPS and three call stations could be added. Kaun stated the trunks could be moved to DPS and there could be two independent systems. Wilson stated that he supported putting all of the eggs in Chuck Green's basket. Wilson stated that it was much easier to get dispatchers to DPS than it is up Interstate 380 to Cedar Rapids. Bedford stated that the UAC had not made a formal vote and didn't have enough information yet. Pulkabek inquired about cost sharing and perhaps bonding for this expense. Green stated that cost sharing was not viable and that he had already asked for money for a full PSAP.

Bailey stated that the Policy Board could always rethink its options and decisions. Harney wanted to see the costs before proceeding. Pulkabek expressed support for making DPS a full PSAP. Lundell stated that there were certain local advantages, including familiarity with the area when dispatching. Salm stated he thought this was a path and JECSA was lucky to have DPS. Helling stated that he thought the decision had been made. Bailey expressed support for making DPS a full PSAP. Sereduck expressed concerns with not being able to get to and from Cedar Rapids.

Wilson supported bonding for these expenses. Bailey requested information about the bonding. Pulkabek wanted to see the option for bonding.

Kaun stated there could be some mobile dispatching consults. Jones also stated they could do additional mobiles. Kaun also questioned about how far the redundancy should go. Bailey stated the redundancy should be cost effective and should ensure the safety of Johnson County. Kaun increased the estimate to about \$300,000 plus for this work. Motion to approve Joint Emergency Communications Center/Joint Communications Agency Back-up PSAP Agreement by Wilson; seconded by Salm. Motion passed unanimously.

8. Discussion of Emergency Communication Equipment and Services Agreement.

Stone stated this matter had been discussed by the User Advisory Committee. Stone stated there were several outstanding issues including (1) what to do if an out-of-county public-safety agency were to select non-Harris radios and (2) what to do with the current radios designated for the out-of-county public-safety entities. Bedford

reminded everyone that JECSA owns the radios and paid for the radios. Bedford emphasized that it was important to manage quality control by only having Harris radios on the public-safety system. Bedford expressed concerns that if the out-of-county public-safety users were required to purchase the radios if they went with another vendor, that these out-of-county public-safety vendees may not enter into the agreement. Pulkrabek stated support for taking unused equipment back. Kaun stated it was important to have an interoperable system. Stone reminded everyone that this was not an official action, but wanted everyone to stay informed. Pulkrabek expressed support for interoperability.

9. Action to approve Resolution 2010-04, entering into Agreement with the National Association of Counties Deferred Compensation Package.

Motion to approve Resolution 2010-04, entering into Agreement with the National Association of Counties Deferred Compensation Package by Bailey; seconded by Wilson. Motion passing unanimously.

10. Discussion of and possible action to approve Memorandum of Understanding for cost sharing of sidewalk with Chatham Oaks.

This was the discussion of Memorandum of Understanding with Chatham Oaks. There was a general discussion of the location of the sidewalk. There was general preference to not have the sidewalk adjacent to the street and have some separation between the sidewalk and the street. Wilson supported the sidewalk being as close to the shrub line as possible. Wilson clarified that Chatham Oaks would pay for snow removal. Motion to approve Memorandum of Understanding by Lundell, seconded by Wilson. Motion passed unanimously.

11. Update on SMART Public Safety Software, Inc. and discussion of and possible action to enter into an agreement with TAC 10.

Stone stated that SMART had defaulted on its contractual obligations and TAC 10 had been assigned the contract. Stone stated that the source code had been placed into escrow and the contract required JECSA's consent to any assignment. Elert stated it was not involved in this project. Pulkrabek stated that TAC 10 had been working at Johnson County and had made significant changes. Visin stated that TAC 10 had been actively working at Johnson County. Jones stated that TAC 10 had improved the communications. Harney questioned about the source code. Harney also questioned about the reliability and whether or not TAC 10 had the same employees. Motion to approve Resolution 2010-05 by Bailey; seconded by Wilson. Motion passed unanimously.

12. Action to approve Transfer Agreements with City of Iowa City and Johnson County.

Stone stated this was the agreement whereby JECSA assumed the vacation and sick leave obligations for the City of Iowa City and Johnson County. Stone stated that this was an unfunded assumption of obligations.

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

13. Discussion of Dress Code and action to approve revisions to Initial Terms of Employment.

Jones stated the dress code had been kicked back to the UAC and would be on the Board Agenda for July. Jones also identified several of the changes in the Initial Terms of Employment including the accrual of holiday time by working holidays, step raises, and using accrued time in the fiscal year. Wilson commented about having the dispatchers wear uniforms. Harney questioned about the reviews. Sereduck stated that reviews would be annually. Pulkrabek stated that they would be reviewed, but there would be no increases in salary based on the reviews.

Motion to approve changes by Lundell; seconded by Salm. Motion passed unanimously.

14. Other business.

Bedford stated that Elert had drafted some language about the non-public safety subscribers. Bedford stated that the discussion had been cut short and would be resumed at the next UAC meeting. Bedford stated there is significant interest by the non-public safety users and the use of the JECSA system.

Harney questioned about mapping for GIS.

Kaun stated that he had met with representatives from Harris Corporation and RACOM. Kaun stated he had reviewed sites and developed a punch list. Kaun stated it was a substantial list and the punch list was the end of the line. Kaun also commented on testing for the microwave system. Kaun stated that the interoperabilities circuits had been tested. Pulkrabek asked whether specific locations could be tested during the coverage test. Kaun stated that different sites could be tested. Sereduck stated that specific locations could be tested. Pulkrabek identified certain areas that should be tested.

Lundell stated the open house went particularly well. Lundell also reminded everyone of the upcoming Local Governments meeting at the JECC on July 8, 2010, at 7:30 a.m.

15. Consider a motion to adjourn the meeting.

Motion to adjourn by Wilson; seconded by Salm. Motion passed unanimously.