

## MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County  
Policy Board  
Friday, August 26, 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:	Regina Bailey, Mike Wright
	Johnson County:	Pat Harney; Lonny Pulkrabek
	Johnson County EMA:	David Wilson

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

Harney called meeting to order. No alternates in attendance

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

Motion to approve minutes by Wright; seconded by Wilson.

### 3. Comments from the public.

None.

### 4. Executive Director's report.

Albrecht talked about the July 24th incident in which the JECC allegedly took some type of lightning strike, believed to be not on the property, but hit the building through ground water. He stated Racomm had the system back on the air and operational with 5 of 7 towers within 45 minutes. Randy Johnson from Racomm talked about the missing ground wire on the mux rack and also the fix that would be done in about a week to keep the microwave dishes from moving during high winds. Bailey asked what we learned from this and wanted to know if this could happen again. Albrecht said He and others were still unsure exactly what happened. Bailey asked if we had a plan-b. Albrecht stated we have a plan-b and it was affected by the possible strike as well. Wilson added it was clearly random and we still don't know what happened. Albrecht said there was a lightning strike within 2 tenths of a mile of the building. Wilson said it is believed the lightning hit the building through ground water. Terry Brennan from Racomm stated everything we have in place is meant to minimize damage from lightning but it will never eliminate it.

Albrecht talked about the resolution for West Branch Fire and said it was his recommendation not to approve the resolution.

Albrecht talked about the tax situation with Walter Plotz who leases JECSA land for one of its radio towers. Albrecht stated he had spoken with the Assessors Office and the situation would be taken care of.

Albrecht informed the Board that three new employees started working at the JECC in the month of August. One full time and two part-timers. Albrecht stated that an employee who was on extended medical leave also returned to work in July. Wilson asked if the other vacant position had been filled. Albrecht said it would be filled with existing applicants. Wilson also inquired about the vacant ECC position. Albrecht said he would be reposting for that position.

**5. Action to approve Resolution 2011-14 in which the JECSA Policy Board would pay for the cost of the purchase and installation of a B-D-A (by-directional amplifier) to be installed in the West Branch Fire Station to improve radio coverage.**

Harney read the resolution and stated he believed West Branch should be liable for the improvements. Albrecht stated portable coverage is not good in West Branch, but mobile coverage is. Wilson stated the Fire Station was in a hole, but the situation could be corrected by simply pulling the Fire Truck out of the Station and the radio would work when outside. Wilson also stated Johnson County Ambulance has no mobile coverage problems in West Branch. A motion to approve resolution 2011-14 was made by Wright, seconded by Lundell. The resolution was voted down by unanimous vote. Harney stated the motion to approve failed by unanimous vote.

**6. Discussion and action to change the JECSA Policy Board meetings from monthly to quarterly.**

Albrecht stated there was previous conversation about changing the schedule of JECSA Policy Board meetings. He stated the talk was to go from 12 meetings a year to six. The meetings would be held in January, March, June, September, November and December. Bailey asked how many times Emergency Management met in a year. Wilson stated eight. Harney said an emergency meeting could be called if something needed to be addressed urgently. Pulkrabek supported the schedule as did Bailey. The Board agreed with the schedule and also agreed to start the meetings at 7:30 a.m. Bedford from the UAC said the UAC would most likely change its schedule as well. It was agreed the November and December meetings would be the third Friday of the month because of the Holidays.

**7. Discussion of the use of the Policy Board Room during the spring of 2012 for EMT Basic Training hosted by Kirkwood Continuing Education.**

Wilson stated he was approached by Kirkwood Continuing Education for the use of the Policy Board room. Wilson said it would be Monday and Wednesday nights from 6:30 p.m. until 10

p.m. for about a three month period. He added Kirkwood Continuing Education would give us a one-time 25 dollar fee for cleaning. Wilson said it directly impacts Johnson County and just wanted the Board to be aware of it. Harney said he had no problems with it as long as Kirkwood understood that if the Policy Board needed the room for an emergency meeting they would have to reschedule their class for that night. Harney stated the consensus was to move forward.

## **8. Other business.**

Albrecht brought up the issue of outstanding invoices with Racomm. Albrecht stated he has had conversations with Racomm about the outstanding invoices. Wilson said he has been part of those conversations and he questioned the invoices as well. Wilson said the main issue dealt with install charges which we believed were included in the install contract with Harris. Bailey stated that Albrecht should negotiate the issues with Racomm and bring it back to the Board when the issue has been resolved. Albrecht stated he brought the issue up just so the entire Board was aware of the issues. Terry Brennan from Racomm added that we have been working on the invoices and he hoped there would be resolution soon. Brennan said he believed all charges were valid and should be paid for. Albrecht again stated he brought it to the Board for their awareness. Harney said he would like to see the issue resolved. Stone said it would most likely have to be a budget amendment. Wilson agreed.

Stone said there is no legal requirement to have an independent audit, but he suggested one be done. The Board agreed.

## **9. Consider a Motion to adjourn the meeting.**

A motion to adjourn the meeting was made by Bailey, seconded by Pulkrabek. Motion passed 7-0.