

MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County
Policy Board
Friday, September 18, 2015 at 7:30 a.m.
4529 Melrose Avenue, Iowa City, Iowa
Policy Board Conference Room

DIRECTORS PRESENT:	Iowa City:	Tom Markus, Susan Mims
	Johnson County:	Terrence Neuzil
	North Liberty:	Chris Hoffman
	Johnson County:	Pat Harney
	Johnson County EMA:	Dave Wilson
	Coralville:	John Lundell

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

Terrence Neuzil called the meeting to order at 7:30 a.m. Lonny Pulkrabek was absent and his alternate was Pat Harney. Also attending was Tom Jones from JECC, Attorney Jeff Stone, and Rod Sullivan and LaTasha DeLoach from the public and DMC/CRS, respectively.

2. **Action to approve minutes of the June 26, 2015, Policy Board Meeting.**

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

3. **Comments from the public.**

No public present.

4. **Executive Director's Update.**

Jones reported at the end of June, first part of July, he attended the Society for Human Resource Management's National Conference. It was very beneficial and very worthwhile to attend in the future.

The Joint Emergency Communications Center participated in the Johnson County Fair for the first time. They had 911 phones at their booth that volunteer dispatchers were able to work with children on dialing 911 and what kinds of questions may be asked. There was also a handout for information on children calling 911 and coloring sheets. A lot of positive feedback from the event was received and JECC is planning on attending again in the future. Lundell said he thought the Policy Board should send Thank You notes to the volunteer employees who worked the Fair.

On August 4, 2015, Jones met with union representatives and together was able to resolve a grievance regarding dispatchers working as acting leads to avoid going to arbitration on the matter.

On August 11th, Jones participated in a meeting with Iowa County and RACOM representatives to discuss Iowa County joining the Johnson/Linn multi-county radio system.

They have hired Elert and Associates to work with them regarding their options. Jones will be meeting with them again to find out if they want any resources of ours to use.

On August 19th, Jones and TAC-10 agreed to change the terms of Amendment 3 to change the Notice of Intent to Renew to 12 months instead of 6 months.

On August 25th, Brandon, Todd and Tom all attended a seminar on Excelling as a Manager or Supervisor in Cedar Rapids.

Earlier this summer, Jones was contacted by the County Sustainability team inquiring about the annual electrical usage at the JECC. They wanted to know if JECC had any interest in them assisting us with a solar energy project. On September 10th, Neuzil, Wilson and Jones met with Becky Soglin, Josh Busard and Michael Kennedy from Johnson County. They wanted Jones to see if the Policy Board had any interest in pursuing this. The Board felt this would be worth looking into further with costs, savings, etc.

On September 10th, Jeff Stone and Jones met with officials at the University of Iowa regarding the microwave link between the Blank Honors and Oakdale tower sites, fiber connectivity between tower sites and the Oakdale Tower site. The University has agreed to take care of any costs resulting in adding fiber connectivity between the two sites. This connectivity is needed for redundancy in the short term while a new dormitory is being constructed next to the Blank Honors site. The University has also agreed to add the existing fiber connections that we are using between other sites for redundancy to the 28E agreement. During the visit, the University asked JECESA to obtain a proposal from Harris on what it would cost to relocate the Oakdale tower site.

On September 11th, Jones met with representatives from Harris and Linn County regarding the maintenance agreement and system upgrade that would take place in fiscal year 2017. This would be a coordinated upgrade between both Johnson and Linn Counties. Harris will begin to gather the necessary information for the upgrade and put together a timeline and project plan for us.

JECESA's financial audit is scheduled for November 2nd through the 4th with the auditor presenting at the January 2016 meeting.

5. Discussion by LaTasha DeLoach on Disproportionate Minority Contact as it relates to Public Safety Dispatch.

LaTasha DeLoach was asking how calls were handled by JECC Dispatcher when someone called in a problem and wanted an officer dispatched. Jones assured her that no racial minority information was dispatched to the officers. She wanted to know what each city or county entity had in their policies as far as officers responding to calls and handling the situations. She just wanted to know how to reach out and where to begin discussions with the public on possible disproportionate minority contacts.

6. Discussion on Solon Tower Site and discuss possible inquiry to Johnson County for bond financing for tower construction.

Jeff Stone said he has reached out to the owners of the present Solon Tower Site about a possible purchase of the existing tower site, but they have no interest whatsoever in selling. The Gleasons, who own land next to the site, would be willing to sell JECESA approximately 4 acres to build a new tower. In the past, for other tower sites, we have paid approximately

\$50,000.00. The Tower construction would be approximately \$400,000.00. Therefore JECSA would like to know the possibility of asking Johnson County for a bond to finance a new tower construction. Harney indicated he would place this on the Board of Supervisors agenda that a purchase is being discussed. JECSA would need justification for the purchase to present to the Board for a possible bond.

7. Possible closed session for annual performance review of Executive Director.

This was not necessary as review has taken place.

8. Other Business.

- a. Setting dates for November and December Policy Board Meetings due to holidays.
 - i. November 20, 2015 at 7:30 a.m.
 - ii. December 18, 2015 at 7:30 a.m.

These dates were proposed and agreed upon by the members of the Board.

The Board is requesting that the Green proposal be brought to them at the November meeting for more specific information on the use of solar power at JECSA. Some of the questions the Policy Board would want answered would be:

- a. What are the cost proposals;
- b. What kind of time frame are they talking;
- c. What do they have for equipment;
- d. Amortization figures;
- e. Location of the equipment;
- f. Do they have a cost analysis;
- g. Are the inverters on site, included in the cost?

9. Consider a Motion to adjourn the meeting.

Mims made a motion to adjourn the meeting, second by Lundell. Meeting adjourned at 8:46 a.m.