

MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County Policy Board
Friday, September 28, 2012, at 7:30 a.m.
4529 Melrose Avenue, Iowa City, Iowa
Policy Board Conference Room

DIRECTORS PRESENT:	Coralville:	John Lundell
	North Liberty:	Chris Hoffman for Tom Salm
	Iowa City:	Tom Markus; Susan Mims
	Johnson County:	Janelle Rettig; Lonny Pulkrabek
	Johnson County EMA:	Dave Wilson; Bill Saxton

1. Call to order; recognize alternates.

Lundell called the meeting to order. All were present except for Salm. Chris Hoffman was the alternate for Salm. Both Wilson and Saxton represented Johnson County EMA.

2. Action to approve the minutes of June 22, 2012 Policy Board meeting.

Mims suggested detailed conversations be limited to summary only and the audio recording can provide a detail summary. Motion to defer approval of the June minutes to the next meeting by Mims, second by Markus. Motion passed.

3. Comments from public.

No comments from the public.

4. Executive Director's Report/Update.

Jones presented the results from the recent audit for the Iowa City Fire Department. The department received a good score and Chief Rocca was very appreciative of JECSA's role. Jones said that Coralville was preparing for its upcoming audit.

Jones attended a Harris training program in July 2012, which focused on the database and the monitoring/alerting software. The expense of the training was paid by E911 and Harris County provided the training at a discount. Rettig inquired about the relationship with the Linn County system and JECSA. Jones explained that there was no data connection between Linn County and JECSA to allow networking, only for the use of radios. Jones also noted that the link between the Linn County and Johnson County systems were provided at no cost to JECSA. Pulkrabek further added that Linn County could not act as a back up to JECSA because of timing issues.

Jones announced that JECSA successfully cut over to the new NG-911 circuits on August 28, 2012 for wireless 911. Jones also shared a very appreciative letter from a citizen regarding their experience with a 911 emergency call.

Jones said that a repeater had been activated regarding the National Mutual Aid Channel, which would help with interoperability with other agencies. The system was paid for with E911 funds.

Jones attended the first session of the Community Leadership Program. In October, Jones will participate in a two day retreats with the program. Jones also attended meetings in Cedar Rapids to discuss talk groups to share between Linn and Johnson Counties.

Jones noted that the EMA/JECOSA portion of the levy is not included on the property tax bills. This amount included both operation expenses and bond payments. Rettig said that the law would require separating the EMA portion next year and the Board of Supervisors decided to implement it early. Hoffman inquired about the reactions from taxpayers and it was noted that there had been zero comments so far.

Jones provided an update regarding staffing. JECOSA is at full staff and Jones said that there will still be two dispatchers in training until the beginning of 2013.

Steve Spenler announced that this meeting would be his last Policy Board meeting representing the UAC.

5. Discussion and update on mobile data computer software and AVL software being added to the base package provided by JECOSA and to include radio maintenance.

Trenary explained cars use two pieces of software: CAD and AVL. JECOSA originally purchased 66 CAD and 66 AVL. JECOSA purchased some additional licenses and other departments have purchased other licenses on their own.

Jones said the agencies might not keep the versions updated. Agencies could purchase at the JECOSA rate and Jones explained that the past practice was reimbursement. Jones said Iowa City purchased radios on their own and Iowa City asked if JECOSA would assume maintenance. Jones suggested standard practices and Markus suggested that there be a distinction between legacy and non-legacy users under the umbrella of JECOSA.

Jones provided a summary: if purchased outside of JECOSA, the agency will assume responsibility for cost and can do so under the JECOSA umbrella. Hoffman wanted JECOSA to be the entity that directs the agencies. Spenler commented about resistances from volunteer agencies. Pulkrabek commented that this would be inconsistent with the reasons for forming JECOSA.

Markus moved to UAC and came back with recommendations about how to update. Rettig suggested that this be a Policy Board decision. Markus withdraws motion. Rettig suggested a small group create a new document. Rettig moved to appoint subcommittee to discuss radios and AVL,CAD; seconded by Hoffman. Passed 7 – 0. Pulkrabek, Rettig, Wilson. Representatives from UAC (Spenler).

6. Update on FY 2011 JECSA Financial Audit and FY 2012 Financial Audit.

The FY2011 audit was completed. Jones said that they were still finalizing audit documents because one auditor resigned. He also announced that an auditor would present information to Policy Board.

7. Discussion item: TAC-10 proposal for closest unit recommendation project.

Pulkrabek provided an example of CAD usage. \$20,000 expenditure will bring together GeoComm and CAD system, so that the dispatcher would have the ability to locate the closest vehicles. Pulkrabek believed that this was necessary. Jones explained that it was a high-end feature of CAD. Wilson inquired about E911 funds. Motion by Pulkrabek, second by Hoffman. Passed: 7 – 0.

8. Discussion and action to approve elimination of Associate Director/IT Manager position from the organizational chart and not filling the position as budgeted for in the FY2013 budget.

Pulkrabek, second by Mims. Passed 7 – 0.

9. Other business.

Lundell commented on the sign by the road. Rettig said it was Johnson County property and that it was complicated to handle. Jones said it was an unbudgeted expense of about \$2,500. Jones agreed to work on handling the sign immediately.

There was a discussion of dates for a work session and November and December meetings.

10. Consider a motion to adjourn the meeting.

Motion to adjourn by Wilson, second by Pulkrabek. Meeting adjourned at 9:06 am