

**Joint Emergency Communications Services Association Policy Board**  
**Monday, November 13, 2017**  
**Joint Emergency Communications Center**  
**4529 Melrose Avenue**  
**Iowa City, Iowa**

**DIRECTORS PRESENT:**

**Iowa City: Susan Mims**

**Iowa City:**

**Johnson County: Rod Sullivan**

**North Liberty: Chris Hoffman**

**Johnson County: Lonny Pulkrabek**

**Johnson County EMA: Dave Wilson**

**Coralville: John Lundell**

1. **Call to order. Recognize alternatives.** The meeting was called to order to by Chairperson Chris Hoffman at 7:33 a.m. Absent: Geoff Fruin.
2. **Action to approve minutes of the September 22, 2017 Policy Board meeting.** Board wants action items to say "all ayes, motion carried" if all in favor after the motion and second. Motion Sullivan. Second Lundell. All ayes. Motion carried.
3. **Comments from public.** None.
4. **Executive Director's Update.** September 20<sup>th</sup> vendor demo in Des Moines about network merging. The state is talking about buying maintaining the 911 lines, but the county would like to keep the E-911 funds local. October 2<sup>nd</sup> Tom, Brandon, and Dave met with a research group from the University of Iowa regarding mass notifications, causalities, and regarding information with special needs assessments and the hearing impaired. October 3<sup>rd</sup> the APCO fall conference for updates and CEU's. October 4<sup>th</sup> Board of Supervisors work session regarding the budget and local entities doing payroll and billing. Healthcare cannot be merged with the county due to the JECC being separate from the county. October 5<sup>th</sup> two more employees were hired to fill vacancies, both have a previous background in dispatch work. October 10<sup>th</sup> text 911 has been added, so far only Verizon works. October 23<sup>rd</sup> training session at the JECC that was attended by 34 people across the state, including 17 JECC dispatchers. The Fiscal Year 2017 Financial Audit was completed last week by Anderson Larkin and the findings will be presented at the January meeting. The engineering agreement has been signed that was approved at the last policy board meeting regarding the third party engineering firm that was going to provide a recommendation to permanently fix the roof leak. They engineer has been assigned and they have begun moving forward with the investigation. Tom and Brandon have been working with RACOM on the system reprogramming and encryption. This work will not begin until after football season. The media will have a 30 day notice of when the system will switch over to encryption.
5. **RACOM letter requesting to connect RACOM P25 system to Johnson/Linn P25 system.** Mike Miller came to discuss a letter had that been sent out to the board. The notion had

been made to connect the two counties so that first responders would have more coverage. Previously, all of it was a "handshake" agreement. There have now been multiple drafts done by different counties, including Johnson County. There are 9 counties in Iowa that use the system, 3 currently have the P25 system (RACOM, Johnson, and Linn). The backbone of the agreement is to connect the counties together, RACOM pays all fees, and the JECC Policy Board still makes all of the decisions. The Blackhawk P25 will go live by the 1<sup>st</sup> of the year. There is not anticipation to add another core at this time.

6. **6. Draft 28E agreement for Shared Area Radio Agreement (SARA).** The agreement contemplates the creation of a board underneath called the "SARA Governance Board" where each county can nominate to add one person to the board to make decisions. Nobody can get on the network without approval from the board. The agreement brings everyone to one common platform, but does not create policy. The first benefit of the agreement is the pooling of the resources will cut costs which led to an 8% reduction to the current maintenance agreement for Linn and Johnson counties. It is still being decided how the 8% will be delivered. The second benefit is in 3 years the JECC can opt out of the maintenance agreement with Harris, sign on the RACOM, receive discount, and receive an addition discount to save more money. The agreement is being sent to Linn County and should be ready for a vote in December.
7. **FY2019 Budget Presentation and Work Session.** A lot of the numbers stayed the same from previous years. The first payment was received was 46% of the revenue for the year totaling \$1,557,451. The 54% remaining for the year to be collected is \$1,828,312. July 1<sup>st</sup> – October 31<sup>st</sup> was operating without the revenue, a total of \$1,256,919 came out of the current cash, which was an increase of \$48,174 for the same time frame as last year due to the increase of the Harris contract increasing. The estimated reserved checking balance to start FY2019 is \$2,133,599.02 with the total outlaid not included in the reserve is \$323,110.23. Self-funded health line is \$124,986. Bond repayment schedule, the 9 out of 10. Both bonds will be paid off for the JECC within the next two years. Proposed tax asking for FY2019 \$3,423,045, a 1% increase from last year, does not include debt repayment. Personnel wages (27 FT, 3 PT) adding dispatchers for a proposed 25% decrease in OT, a .07% spending increase from FY2018. F2018 1FT had been added, but it was to bring back the dispatch position that was taken away when Todd's was removed 4 years ago. Benefits: Overall 6% increase. Contractual maintenance agreements: 3% increase. Miscellaneous expenses: 14% decrease for accounting and payroll if services are moved to in house. Supplies and materials: 1% increase. Utilities: 2% decrease. Travel, training: No change. Communications: Less than 1% increase. Postage and mailing: No change. Memberships: 8% increase (\$155). Annual maintenance: 39% decrease. Rentals and leases: Less than 1% increase. Capital outlay: 14% decrease. \$34,782 increase from last year.
8. **Other Business.**
  - a. **Setting date for public hearing on FY2019 budget and publication.** December 15, 2017.
9. **Consider a Motion to adjourn the meeting.** Motion by Mims, second by Pulkrabek. All ayes. Motion carried. Meeting adjourned at 8:46 a.m.