

February 15, 2012

Clinton County Communications Commission Board of Directors Meeting Minutes

Present: Mayor Fahlbeck, Mayor Vulich, Jill Davisson, Chance Kness, Chief Porter, Sheriff Lincoln, Chief Guy, Chief Houzenga, Kevin Cain, Chief Sandry, Eric Dau, Mark Regenwether, Mike Brown, Jennifer Paukner, Michele Bott, Dan Bott, and Tara Sbertoli.

I. Call to Order:

Meeting called to order 1705 hours.

II. Roll Call :

Camanche Mayor – yes
Clinton Mayor – yes
DeWitt Mayor – no
BOS Chair (proxy) – yes
EMA Coordinator – yes Quorum present

III. Approval of January 25, 2012 Meeting Minutes

Mark Vulich made a motion to accept the Meeting Minutes dated 1.25.12 motion was seconded by Ken Fahlbeck. Motion Carried.

IV. Approval of CALEA Policy

A motion was made by Chance Kness to approve the CALEA Policy. That motion was seconded by Mark Vulich. Motion carried.

V. Approval of revised 28E Agreement

Changes to the 28E agreement were reviewed. A motion to approve the revised 28E agreement was made by Ken Fahlbeck and seconded by Mark Vulich. Motion carried.

VI. Condition of Communications Center – Presentation by Eric Dau

In 2011 Communications handled 34,727 calls for service, 24,243 911 calls, and 207,302 administrative line calls, and 110,104 Iowa/NCIC transactions. To date there has been 870 hours of overtime worked to cover short staff, sick leave, FMLA, Comp time and vacations. A long term goal is to hire or appoint an assistant manager to handle technology portion of communications center. In February of this year communications began using ProQA software a computerized version of EMD. This software was paid for in 2008 but communications was waiting for the development of an interface from the CADS software SLEUTH. Currently there are 4 operators who are EMD-Q certified and plan to send more to training. The IT department will be installing a new server for CADS to stand alone and we are hopeful that this will solve issues experienced with SLEUTH. Narrowbanding reprogramming is in progress, the RFP has been advertised and vendors have until 2.29.12 to respond. The cost of the narrowbanding project is expected to be in the area of \$50,000 to \$100,000. Next Generation 911 allows operators to receive texts and picture messages from callers – in order to be able to switch to NG911 we will need to switch to a IP based phone system. Our current radio system is 11 years old and the system is outdated – parts are difficult to replace, and we have no more room on the rack to add channels. Cost of this system 11 years ago was \$152,300.

VII. Possible Relocation & Remodel of Communications Center

Communications Manager Eric Dau did a short presentation with the BOD & TOB informing them of space possibly available at the Administration Building for a new Communications Center. Current space at the law center is no longer adequate for the needs of communications. Currently there are three work stations and during emergencies or extreme weather it would benefit to have more staff come in to assist with the call load, but there is no space. Currently we have 524 sq ft of space and approximately 1723 sq ft at the administration building site. New space would be 3 times larger. Chief Brian Guy recommended that a consultant be hired to research and make recommendations regarding the feasibility and costs associated with moving Communications to a new or different facility. Chief Brian Guy recommended that a consultant be hired to research and make recommendations regarding the feasibility and costs associated with moving Communications to a new or different facility.

VIII. Adjournment

A motion to adjourn was made by Mark Vulich and seconded by Chance Kness. Motion carried, meeting adjourned at 1748 hours.

Respectfully submitted by: Tara Sbertoli

