

# MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County Policy Board  
Friday, January 27, 2012, at 7:30 a.m.  
4529 Melrose Avenue, Iowa City, Iowa  
Policy Board Conference Room

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

## 1. Call to order; recognize alternates.

Lundell called the meeting to order. No alternates to recognize. He introduced new Board Members Susan Mims, Tom Markus and Janelle Rettig.

## 2. Action to approve minutes of the December 16, 2011 Policy Board Meeting.

Motion to approve minutes by Pulkrabek; seconded by Salm. Motion passed 6-0 with Rettig abstaining.

## 3. Comments from the public.

None.

## 4. Executive Directors Report/Update.

Albrecht introduced Charles Hodges, the new Emergency Communications Coordinator for the JECC. Albrecht said there were some operational upgrades at the JECC in early January. On January 4<sup>th</sup>, Jones upgraded the administrative phone system. All went well. On January 11<sup>th</sup>, the radio system was rebooted to fix some problems. Again, all went well. Albrecht stated He and Charles attended the Mutual Aid meeting in January. Albrecht, Wilson and Jones attended an interop network meeting in Des Moines, which is part of the State of Iowa's plan to build its own radio system. We stated we were interested in being part of the building blocks of the new system. Pulkrabek again talked about the wireless surcharge saying the way the dollars were distributed was unfair. He said there was a move afoot in the legislature to force the State to change the current formula to something that is more equitable. There was also talk about the wired line surcharge and that we were one of the cheapest in the state. The discussion centered on the fact that you would have to go to the voters to raise the wired line fee, but it would be fruitless as the number of wired lines continues to decline annually.

## **5. Discussion Item: Overview of JECSA Operations.**

Lundell gave an overview and history of the operation of JECSA, in particular, for the benefit of the three new Policy Board members. He spoke about the two previous dispatch centers and their inefficiencies. He spoke about the beginnings of JECSA, why it was established and where it has come from and where it is going. Wilson talked about our current radio network and the benefits of such. Wilson talked about the comparisons between Johnson County and Scott County, that Scott County's budget was double our budget and they didn't own their own system as we do.

Wilson also compared our radio system with the new system being built in Linn County saying they were to be identical. Lundell talked about the number of calls received in the 911 center on a daily basis and the number of radios on the system.

Lundell discussed the make-up of the executive committee and the responsibilities of that committee. Lundell introduced corporation counsel Jeff Stone and spoke of his responsibilities.

Rettig asked for a copy of the audit of the 2011 Fiscal year. Albrecht stated the audit has not been completed as of yet, but is in the works. Rettig stated we were in violation of the by-laws by not performing an audit. Stone said there was no violation as the audit was going to be completed. It was agreed that Fiscal Year 2011 would be audited as would be May and June of Fiscal Year 2010.

Rettig said another violation of the by-laws was that all documents provided to the Policy Board were not on the JECC website. It was suggested that the entire agenda packet be put on the website. Rettig also asked why the audio recording of the meeting was held. She said it should be put on immediately. Albrecht said he would take care of it.

Lundell ended the operations overview by applauding the User Advisory Committee, saying the contributions of that committee have gotten us to where we are today.

## **6. Action to approve Resolution 2012-01, which would add mobile data computer software and AVL software to the base package provided by JECSA.**

Lundell said there has been a lot of discussion over the years about what is included in a base package. He said it is important because the items included in that base package are paid for by JECSA. Albrecht stated this item was discussed in November and December after the UAC asked that AVL and mobile data software be added to the base package. Albrecht said there was a proposal in November to amend the base package resolution to add AVL and mobile data, but it was tabled as the Board asked for more information. Rettig asked what would be the financial impact on JECSA. Albrecht stated it would depend on the request. He said the only continuing cost would be maintenance of the software. Pulkrabek said this was an expansion. Rettig questioned as to why taxpayers would subsidize a member entity that wanted to add a new vehicle. Albrecht said it would be the same as adding portable or mobile radios. Rettig said she

believed it should be the responsibility of the agency, not JECSA. Wilson said if we did this it would open up the window for volunteer fire departments and he thought that was a waste. Mims said she thought it should be tabled for more clarification. Wilson made a motion to table the resolution. Pulkrabek said if there is a fleet expansion, this should be part of it because it is a communication function.

## **7. Other business.**

Rettig asked that the issue of how claims are handled be a discussion at a future meeting. She said claims are not handled correctly, and the Board does not sign off on them as does the Board of Supervisors. She said there is no claims form and the Board does not vote on claims. She said we need to create some best practices when it comes to financial management. She asked that it be a future agenda item. The Board said that was not a problem.

Lundell said he anticipated a mid-year budget amendment to address some un-allocated expenses including a large unpaid bill to Racom. Lundell said the money was set aside but it has to be moved from reserves to the current budget to get paid.

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

A motion to adjourn the meeting was made by Rettig, seconded by Mims. The motion passed 7-0.