

MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County Policy Board

Friday, January 27, 2017, at 7:30 a.m.
4529 Melrose Avenue, Iowa City, Iowa
Policy Board Conference Room

DIRECTORS PRESENT:	Iowa City:	Susan Mims
	Iowa City:	Geoff Fruin
	Johnson County:	Rod Sullivan
	North Liberty:	
	Johnson County:	Lonny Pulkrabek
	Johnson County EMA:	Dave Wilson
	Coralville:	John Lundell

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

Vice-Chair Susan Mims called the meeting to order at 7:30 a.m. Director Chris Hoffman was absent. Also attending were Tom Jones, Brandon Siggins, Todd Evans from JECC and Attorney Jeff Stone.

2. **Action to approve minutes of the November 18, 2016, Policy Board Meeting.**

Sullivan made a motion to approve the minutes, second by Wilson. Minutes were approved.

3. **Comments from the public.**

No public in attendance.

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

Jones stated that he forgot to mention during December report that Cedar Rapids had to transfer their 911 calls to the JECC for approximately 8 hours. During that time a dispatcher was sent from Cedar Rapids to answer calls at the JECC.

Jones stated the Harris upgrade has been delayed for Johnson County due to unforeseen issues that occurred during Linn County's upgrade. It was determined to wait and have Harris work through those issues before doing any of the upgrades in Johnson County. The project should start back up in February for Johnson County.

On January 23rd, Jones presented the fiscal year 2018 JECSA operating budget to the Johnson County Board of Supervisors during one of their budget work session meetings. Jones stated the meeting went well and the board appeared to be pleased with the budget.

We received an update from Merit Construction on January 24th regarding the roof. They had received a response from the roofing membrane manufacturer on January 3rd, stating they felt the slab is moving and causing a glacial effect, their recommendation was to hire someone like Shive Hattery to get to the bottom of it. They also stated that they did not feel they should be making any recommendation about a fix until a third part engineer had. Jones has passed that correspondence and Jeff Stone for a response.

5. Discussion item: Anderson Larkin & Co. PC, to present financial audit from Fiscal Year 2016.

Brad Barnes whom is from Anderson & Larkin Co. PC, presented the fiscal year 2016 audit to the policy board. He has also filed the results of the audit with the State of Iowa.

Brad stated that there are no problems with management. Brad stated that depreciation is embedded in the financial statements and counts for a large part of the budget.

Page 11 showed total revenue was 3.2 million, the expenses were 3 million, revenue of approximately \$297,000.

Sullivan inquired if there was anything that could be done to correct the material weakness finding in the audit. Brad stated that being down a staff member it what caused it which then required other staff to take on more responsibilities. The hiring of an additional staff member would fix the problem. Jones stated someone would be hired in the first quarter.

Mims stated that three or four years ago the board started to have Jones send all of the monthly expenses to the chair for approval.

6. Action to approve Resolution 2017-01, approving the Collective Bargaining Agreement ratified by the Communications Workers of America Local 7101 to take effect July 1, 2017.

Jones stated the biggest changes made in the contract were for the insurance for single/married/family plans. Jones stated that there are changes made in the agreement to give incentives to new employees that come to the JECC and already have their certifications to try to get experienced individuals. Brandon and Todd have been working on getting QA done in house by getting some of the employees trained.

This item is to approve the collective bargaining agreement was tentatively agreed to by the association and Communications Workers of America of December 13, 2016. The agreement was then ratified by the union on December 19, 2016. Sullivan made a motion to approve Resolution 2017-01, second by Fruin.

7. Other Business.

Wilson stated that the State of Iowa's consolidation report came out and the seventh recommendation in the report is for the wireless surcharge for 911 to come back.

Jones stated that the next meeting is scheduled for March 24th with the rest of the meetings this year scheduled for June 23rd, September 22nd, November 17th, and December 15th or December 22nd.

8. Consider a Motion to adjourn the meeting.

Lundell made a motion to adjourn the meeting, second by Wilson. Meeting adjourned at 8:03 a.m.