

**Joint Emergency Communications Services Association Policy Board**

**Friday, December 20, 2019**

**Joint Emergency Communications Center**

**4529 Melrose Avenue**

**Iowa City, Iowa**

**DIRECTORS PRESENT:**

**Coralville: John Lundell**

**Iowa City: Geoff Fruin**

**Iowa City: Susan Mims**

**Johnson County: Lonny Pulkrabek**

**Johnson County: Janelle Rettig**

**Johnson County EMA: Dave Wilson**

**North Liberty: Chris Hoffman**

1. **Call to Order; recognize alternates.** Meeting called to order at 7:33 a.m. No alternates.
2. **Action to approve minutes of the November 16, 2019 Policy Board meeting.** Rettig said she was not there at the last meeting, but minutes said she was. With attendance adjustment, Rettig approved motion. Second Fruin. All ayes. Motion carried.
3. **Comments from public.** None.
4. **Executive Director's Update.** Jones said that the December 4<sup>th</sup> audit went well and the auditor will be at next policy board meeting to present the audit. Jones reported that the only change to the budget he made was a small reduction in the Iowa system rates that came out on November 21<sup>st</sup>. Jones made the \$912.00 reduction in the budget reflective of the rate change before publication. On December 20<sup>th</sup>, Jones went to the Board of Supervisors meeting to present the FY2021 budget. Jones also discussed the portable radio bonding and payment schedule with the board of supervisors. Union contract negotiations began on December 13<sup>th</sup>. Jones reported that they have started off well.
5. **Action to approve Resolution 2019-04, approving Intergovernmental Agreement with Washington County over use of Stutzman Tower.** Washington County will be putting equipment on the Stutzman tower to connect their radio system with Johnson County's system. Washington County fire covers part of Johnson County, so with the merged systems Washington County fire departments will be able to communicate with Johnson department more easily. Washington County will also be able to use their new radios on the Johnson County system, eliminating the need in the future for JECSA to supply radios to those departments. Wilson asked about how their radios will figure into JECSA's radio update. Motion by Mims, Second by Hoffman. All ayes. Motion carried.

- 6. Action to approve Resolution 2019-05, approving Adoption of Financial Reserve Policy.** Jones had presented a draft of this policy during the budget meeting in November to the Policy Board. This final draft included suggested changes to the original policy that was presented. Jones reported that he also presented this policy to the Board of Supervisors during his budget presentation and they were in favor of the policy. Motion by Lundell, Second by Hoffman. All ayes. Motion carried.
- 7. Action to approve Resolution 2019-06, approving Purchase of Portable Radios.** Radios are at end of manufacturer coverage. Parts are no longer being manufactured, so repairing our current radios is going to be challenging in the near future. JECSA will not be buying the University of Iowa radios, they will incur that expense themselves. Departments will trade current radios for new radios from JECSA at a 1-1 rate. Motion by Wilson, Second by Rettig. All ayes, motion carried.
- 8. Public hearing to approve Resolution 2019-07, the operating budget for the Fiscal Year 2021.** The FY2021 budget was published on December 10, 2019 in the Iowa City Press-Citizen. Motion Rettig, Second Fruin. All ayes, motion carried.
- 9. Action to approve Resolution 2019-08, approving Annual Report and annual Financial Statement for Fiscal Year 2019.** JECSA received an overall 2% increase in the number of phone calls received. There was a decrease in wire line calls received and an increase in wireless calls received. Hoffman asked Jones about the business line calls received by JECSA. The board membership was updated, adding Janelle Rettig. Jones went through the JECSA employee breakdown. Rettig commented that the text-to-911 feature might be unknown to the public, including the populations that would have a greater need for the service. The board discussed situations in which the text-to-911 should be used. JECSA translated emergency calls from 7 foreign languages this year, which was an increase from last year. 84 total calls were placed to Language Line this year. Motion by Mims, Second by Hoffman.
- 10. Election of Chairperson and Vice-Chairperson.** Motion was made for the representative from Coralville to be the new chairperson and vice-chair will be a representative from North Liberty. Motion by Wilson, Second by Rettig. All ayes, motion carried.
- 11. Other business.** Rettig gave an update that there is a new medical examiner.
- 12. Consider a motion to adjourn the meeting.** Next meeting will be held January 24, 2020. Motion by Wilson. Second by Hoffman. All ayes. Meeting adjourned at 8:33 a.m.