

## MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County  
Policy Board and Johnson County Board of Supervisors  
Friday, May 28, 2010 at 8:00 a.m.  
Emergency Operations Center  
4529 Melrose Avenue, Iowa City, Iowa

DIRECTORS PRESENT: All Directors present  
Coralville: John Lundell  
Iowa City: Regenia Bailey, Michael Wright  
Johnson County: Lonny Pulkrabek, Pat Harney  
North Liberty: Tom Salm  
Johnson Co. EMA: David Wilson

Other local officials also present, including all five members of the Johnson County Board of Supervisors.

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

All Policy Board Directors present. No alternates.

Other introductions were made.

**2. Action to approve minutes of May 17, 2010, Policy Board meeting.**

Motion to approve minutes of May 17, 2010, Policy Board meeting by Bailey; seconded by Harney. Motion passed unanimously.

**3. Comments from the public.**

Carol Spaziani made comments on behalf of the League of Women Voters. The League expressed concerns about the comments made by some members of the Johnson County Board of Supervisors. The League stated the Joint Emergency Communications Center is working in the way intended by the entities that formed it. The League felt it both unnecessary and counter-productive to start the process all over again as some had suggested. The League stated that raising property taxes for all county taxpayers to pay for essential emergency services was reasonable. The League believes that the JECC can be a model for intergovernmental provisions of other services which can be used by multiple entities and all the residents of Johnson County.

Bob Welsh thanked the directors for their service. Welsh supported intergovernmental cooperation. Welsh suggested the directors work to improve communications. Wright clarified that Tom Jones was the Interim Executive

Director of JESCA. Wright also clarified that Pulkrabek and Hargadine were advisers to Jones.

Motion to accept correspondence from the League of Women Voters by Bailey; seconded by Lundell. Motion passed unanimously. The correspondence is attached to these minutes.

**4. Discussion of and action to approve Resolution 2010-02, honoring Jim Thayer and renaming room in honor of Jim Thayer.**

Pulkrabek stated that Thayer had served Johnson County for nearly 34 years and was involved in the Joint Emergency Communications Center project. Pulkrabek suggested the conference room for the media be renamed in his honor. Pulkrabek stated Thayer was very excited about becoming the Operations Manager for JESCA.

Motion to approve Resolution 2010-02 by Pulkrabek; seconded by Harney. Motion passed unanimously.

**5. Discussion of and action to approve offer to plant a memorial tree in honor of Jim Thayer.**

Pulkrabek stated the reserve officers wanted to plant a tree in honor of Thayer. They sought guidance regarding a type of tree and the color of mulch. Motion to bring the item for discussion by Bailey; seconded by Salm. Pulkrabek stated a hard wood tree should be planted. Harney said not an Ash. Wright stated any type of mulch would be fine and the reserves should work with Jones to arrange for this. Motion passed unanimously.

**6. Discussion of and action to approve Resolution 2010-03, offering contract to Tom Jones as Interim Executive Director and authorizing contracts with Nancy Sereduck and Nick Trenary.**

Motion to bring the item for discussion by Bailey; seconded by Wright. Wright discussed the nature of the positions for Sereduck and Trenary and provided an update on the search for an Executive Director. Pulkrabek clarified that Jones was the Interim Executive Director and Pulkrabek and Hargadine were not co-directors, but rather were advisors and coordinators. Pulkrabek stated that resources were being loaned. Wright stated the Policy Board would advertise for the Executive Director position soon and Jeff Davidson had been updating the documents. Motion to approve Resolution 2010-03 was approved unanimously.

**7. Discussion with local officials.**

Wright presented on the personnel structure for JESCA. Wright stated correspondence had been received from the Supervisors. Mascher inquired about the

timeline for filling the vacant Executive Director position. It was stated this would be discussed at the June meeting.

Rod Sullivan supported staffing levels for JECSA at the status quo levels for Johnson County and Iowa City. Pulkrabek commented that all the IT for the dispatching was managed by the County. Sereduck stated that there were twenty-seven FTE. This number included several part-time dispatchers. Sereduck commented that having enough dispatchers was very important. Pulkrabek stated that the position of Dispatch Supervisor had been reclassified to the Dispatcher-1 position. Pulkrabek stated the Dispatcher-1 position was paid \$1.00 more per hour. Pulkrabek also stated that position of Assistant Director and Administrative Assistant had been eliminated. Pulkrabek stated the two dispatch centers were currently understaffed. Pulkrabek stated that it was important to have at least four dispatchers on every shift. Pulkrabek commented the County had been getting by on the lean side for quite some time. The initial staffing level would permit dispatchers be dedicated to emergency medical situations. Neuzil inquired about revisions to a budget. Wilson commented on the amount of FTE positions and the breakdown between full-time and part-time positions.

Lundell stated the mission of JECSA was to ensure the public safety of the citizens of Johnson County. Lundell stated that the proper number of positions was being sorted out. Lundell also stated that unneeded positions were not being filled. Lundell concluded by stating that everyone is learning as we go and people shouldn't be hung up on numbers. Lundell also recognized the contributions of the User Advisory Committee and their years of experience.

Wright brought up the 28E Agreement and the County's comment that all representatives should be elected. Wright also discussed the annual report. Mascher supported having elected officials on the Policy Board. Wright stated that the Policy Board would consider all recommendations. Mascher inquired about the relationship between JECSA and the public safety users. Specifically, Mascher inquired about who purchased the radios. Bailey stated that JECSA was responsible for emergency communications, but not responsible for non-emergency communications. Stone commented that there is an agreement being drafted to address this issue. Rocca stated replacement of equipment may occur through proceeds raised by the levy. Bedford commented that JECSA should control the radios. It was discussed that non-public safety users may be able to use the radio system, but this was still in process. Harney stated that there was an agreement on the type of radios. Harney also stated that the User Advisory Committee had reviewed this in detail. Harney expressed concerns about second rate radios creating problems for JECSA. Harney also stated that JECSA was scheduled to open on time and had not cut corners. Harney also stated that the township fire departments would also receive radios to communicate on JECSA's system.

Wilson stated that certain grants had been received. Rettig was critical of services that had been outsourced, including legal services, human resources services and

accounting services. Rettig was also critical of the purchase of health insurance through a private party. Harney stated that the legal fees were for sophisticated services and it had been a full-time job. Harney also stated that the County had said no to providing human resources services three different times. Harney also stated the City of Iowa City had said no. JECOSA was forced to move forward even though it knew it would cost more. Pulkrabek commented on the outsourcing of payroll, human resources, and accounting services. Stutsman stated the Board of Supervisors was not interested in providing the services in December 2009. Stutsman stated the Board may reconsider this position in the future.

It was discussed that JECOSA's responsibilities would not replace or supplant the cities' responsibilities. Wilson stated the sirens would continue to be owned by the cities. Wilson stated JECOSA only paid for the replacement of certain receivers that were part of the communication system. Wilson stated JECOSA had no responsibility for the sirens and only had responsibility for the radio receiver. Wilson stated this was approximately \$80,000 for 52 of the receivers and the other receivers will be auctioned off.

Harney stated that the purpose of JECOSA was always to improve public safety and was not a cost-saving matter. Harney stated that they were dedicated to saving the taxpayers money and would bond for as much of the equipment as possible.

Pulkrabek stated that West Branch had a large area in Johnson County and provided services in Johnson County. Pulkrabek stated that West Branch had a large number of calls in Johnson County. Because of this, West Branch must receive some equipment. Pulkrabek stated they had not received everything in their request. Pulkrabek clarified that the User Advisory Committee reviews all requests for radios.

Mascher encouraged all the entities to work together. Mascher stated that she wanted this to work well and that accountability to the taxpayers was important. Harney stated that they were here for the constructive criticism. Harney also stated that the communications is really the backbone of all public safety services.

Mascher commented that each city and county should approve the budget for JECOSA. Jones commented that costs were not being contracted out anymore than necessary. Jones stated that approximately \$9,600 of IT services were contracted out.

Harney stated that the amounts in the budget were only estimates. Harney stated that after the period of operations, the budget could become more accurate.

Wright expressed support for bonding for equipment expenses. Rod Sullivan favored bonding for the replacement of equipment. Neuzil stated that lots of other entities had tightened things up and had frozen operating expenses. Neuzil was critical of the amount of money JECOSA had in reserve. Neuzil also supported bonding for expenses. Harney stated it was important to have reserves just in case the tower is lost. Harney supported bonding for replacement of equipment. Harney also wanted

to make sure to avoid spikes in taxes. There was a discussion of the amount of reserves. It was discussed that reserves were being drawn on in 2011.

Dvorsky inquired about the amount of federal grants. Dvorsky inquired about other models that had been considered including Woodbury County, Scott County, and Clinton County. Dvorsky encouraged the entities to work together. Dvorsky reminded the legislative intent was to create an entity that was more efficient in its operations. Dvorsky reminded everyone there was no need to max out the money. Dvorsky expressed concerns about communication.

Wilson stated there had been lots of federal grant money, including a fire grant of approximately one million dollars and another grant of approximately two million dollars. Bailey stated attempts for earmarks for the project were unsuccessful. Bedford commented that both senators had been pressed for funding. Bedford stated that the amount of money received in the federal grants was unusually large.

Stutsman stated that the County had provided land on which the Joint Emergency Communications Center sits. Wright stated the City of Iowa City had provided the location for a tower. Wilson reminded everyone that the University of Iowa had also been a critical partner.

Neuzil stated that communications were important. Neuzil blamed some of these problems on the breakdown in communications. Salm commented that communications were a two-way street. Salm stated that the meetings were open and many of the Board of Supervisors had been personally invited. Salm reminded everyone that all of the meetings are open and everyone is always welcomed to attend. Salm personally thanked the User Advisory Committee and appreciated their efforts.

Mascher inquired about televising the meetings. Rettig criticized the accessibility of the JECSA website. Wright reminded everyone that representatives were on the Policy Board and the representatives should communicate.

Wright changed the subject to legislative concerns. Stone commented on the ability of a 28E entity to bond.

Hayek stated that the 28E Agreement was a joint venture. Hayek stated that JECSA's authority was clear. Hayek stated the individual entities knew what the agreement was. Hayek supported the current structure, which was agreed to in advance. Hayek stated that the 28E Agreement provided a procedure for decision-making. Hayek reminded everyone that none of us has done this before. Mascher expressed her thanks to the Policy Board and the User Advisory Committee.

Hartley stated this was the right thing to do and that it was worth the time and effort. Hartley recognized this was never easy but the goals were worth achieving.

**8. Other business.**

Wright stated there was no other business.

**9. Consider a motion to adjourn the meeting.**

Motion to adjourn by Bailey; seconded by Lundell. Motion passed unanimously. Wright reminded everyone that an open house would be on June 19, 2010 from 1:00 p.m. to 3:00 p.m.