

Joint Emergency Communications Services Association Policy Board

November 19, 2021 Board Meeting

Meeting Minutes

Directors Present:

Coralville: John Lundell

Iowa City: Janice Weiner

Iowa City: Susan Mimms

Johnson County: Brad Kunkel

Johnson County EMA: Dave Wilson

North Liberty: Chris Hoffman

1. **Call to Order; recognize alternates.** Meeting called to order at 7:30 A.M. by Chairperson Chris Hoffman. Absent: Royceann Porter, no alternates.
2. **Action to approve minutes of the June 29, 2021 Policy Board meeting.** Motion by Weiner, second by Kunkel. All ayes.
3. **Comments from public.** None.
4. **Executive Director's Update.**
 - a. Update on Oakdale tower site study. University of Iowa paid to have all recommended repairs completed. Worked with University to come up with a solution where they could continue to have 911 calls transferred to them once JECC moved to new system. JECC will revisit 28E with University once they have their new phone system in place in early 2022.
 - b. UAC members are still recommended that a CAD analysis/study is completed with recommendations. 911 will pay for study and the Policy Board will approve the agreement with the consultant later in the meeting.
 - c. First Levy payment on October 20th. (on time before November 1; received 48%)
 - d. New fire alerting (phase II) of paging upgrade project completed.
 - e. Issues with Harris getting new fire speaker mic to us due to supply chain issues. RACOM temporarily issued Storm speaker mics with all fire portables until the new speaker mic is received and deployed. This allows fire departments to take possession of new equipment and use.
 - f. Working with Zetron and RACOM to prepare for 911 phone system upgrade that will take place on December 8th.
5. **Vaccine Mandates**
 - a. Jones had already gathered data on the percentage of staff that are vaccinated (86%) 25 out of 29 employees and provided that information to the board.
 - b. JECISA attorney Erin Nathan provided an overview of OSHA regulations and application on JECC. The JECC would not fall under the OSHA regulations.
 - c. Nathan provided that a good first step that had already been completed by Jones was to gather information on employee vaccination statuses.

- d. No further discussion was held at this time.
- 6. Bylaw amendment**
- a. Discussion to amend bylaws to allow for remote participation for Policy Board meetings.
 - b. This agenda item also serves as a requirement under Article XIV of the JECSA bylaws that requires 30 days advance notice that the Policy Board shall consider an amendment to the bylaws to permit remote participation at the December 17, 2021, meeting.
 - c. Moving the meeting time to 8:00 a.m. from 7:30 a.m. was also had. There are no requirements to change meeting times.
- 7. Resolution 2021-07**
- a. Resolution to approve CAD assessment to be conducted by Deltawrx.
 - b. 911 funds will be used to fund the assessment.
 - c. Assessment recommended by UAC to be conducted.
 - d. Motion by Mims, Second by Lundell. All ayes.
- 8. FY2023 Budget Presentation and Work Session**
- a. Jones went through each category in the budget and costs with the board.
 - b. The FY2023 operations budget was presented with an overall decrease of \$337,675.00; which was approximately a 6.7% decrease over fiscal year 2022.
 - c. Jones will go ahead and proceed to publish the presented budget along with the notice of public hearing for the December 17th meeting.
- 9. Other Business**
- a. Set meeting date of December 17, 2021, for the next meeting.
 - b. Discussion was also had to move the meeting time to 8:00 a.m. for the next meeting.
- 10. Consider a Motion to adjourn the meeting.** Next meeting will be held December 17, 2021. Motion by Wilson, second by Weiner. Meeting adjourned at 8:44 a.m.