

**Hardin County 911 Service Board Meeting.
MINUTES: 01-15-2019 at 1800hrs.**

Hardin County Courthouse, Eldora Iowa

County – B.J. Hoffman

Ackley - Pat Daggs

Alden - Jeff Fiscus

Buckeye -

Eldora – Aaron Budwig

Hubbard –Randy Smuck

Iowa Falls – Vice Chair Wade Harken

Gene Newgaard

Radcliffe - Benjamin Krause

Steamboat Rock -

New Providence – Terry Beare

Union – Cynthia Knight

Whitten – Bill Lott

County Emergency Management - Dave McDaniel

Board Secretary- Bryce Knudsen

Guests: Karla Gear

Brian Shiman Ackley PD

Thomas Craighton Franklin County EMA

Corey Larson

Matthew Rezab

Lori Kadner

Jerry Kadner

Item 1:

Meeting to order - Dave McDaniel

Item 2:

Moved to approve agenda – Dave McDaniel

Motion – Terry Beare

Second – Ben Krause

Voice vote, all ayes, carries.

Item 3:

Moved to approve December Meeting Minutes –Dave McDaniel

Motion - Randy Smuck

Second - Cynthia Knight

Voice vote, all ayes, carries.

Item 4:

Present grant request for pager/radio reimbursement for Eldora Fire Dept.

Bryce Knudsen presented a request from the Eldora Fire Department for the purchase of four Kenwood Portable Radios and accessories to replace four Vertex Standard Radios that don't transmit or receive well. Bryce Knudsen advised that Eldora Fire Department did complete the proper application paper work and also included a quote from R C Systems for four Kenwood Portable Radios and accessories with a total cost of \$1180.00.

As per the grant Eldora Fire is requesting \$1000.00 to assist in the purchase of the four portable radios.

Dave McDaniel asked the Service Board if they would like to make a motion to approve the \$1000.00 or the entire \$1180.00. Aaron Budwig advised it would be appropriate to stay in line with what they have done with other agencies and could apply for the remainder of the balance in the future.

Motion – Aaron Budwig

Second – Cynthia Knight

To approve the \$1000.00 per the grant.

Voice vote, all ayes, carries.

Bryce Knudsen did advise he has the email address for the Eldora Fire Chief and will send him an email that the grant request was approved and will get the invoice submitted to be paid.

Item 5:

Present proposed 2019 to 2020 Budget. –Dave McDaniel

McDaniel passed out copies of the purposed 2019 – 2020 Budget. McDaniel advised that he was unable to get the purposed Budget emailed out as it was completed a little over 24 hours ago. Service Board Members reviewed the proposed 2019 – 2020 Budget.

McDaniel explained the line items in the budget.

Ben Krause asked if there was a line item in the budget that covered the pager/radio grant. McDaniel and Knudsen advised that there is not actually a line item for the pager/radio grant, however was covered under other equipment repair and maintenance.

Cynthia Knight asked about what all the numbers mean in the budget. McDaniel explained what each line item covered for expenditures.

Aaron Budwig asked what the columns meant. McDaniel advised that Colum A is what we are projected to end at June of 2018, Colum B is what we are projected to end at June 30, 2019 and Colum C is what we are projecting to end at June 30, 2020.

Cynthia Knight then asked if we have spent \$5000.00 on I.T. McDaniel advised he would have to check with Mica for sure, but advised it is what has been projected annually to spend on their fees.

Aaron Budwig asked if the \$5000.00 for June 30, 2018 that was spent, was an agreement that we had or if it was a set amount. McDaniel advised that was what we were paying for outsourcing before to

someone that was not getting the job done. McDaniel advised that we are basically keeping it in county now and they are taking care of our needs. Aaron Budwig asked if that cost could potentially come down and McDaniel advised yes.

Cynthia Knight asked about the sign expense. McDaniel advised that the is for the 911 signs at the ends of driveways and street signs. Knudsen advised that the signs come from Iowa Prison Industries and are under a separate line item in the budget.

Cynthia knight asked if the other equipment Repair and Maintenance would cover the repairs to the radio equipment that was damaged in Union that was presented at the last meeting. McDaniel advised that would.

Aaron Budwig asked how many agencies use the I Am Responding and McDaniel advised that all of the agencies use the service.

Cynthia Knight asked if there was anything scheduled for next year under the line item for Tower Repair and Maintenance. McDaniel advised that the figures are for the current year we are in and that we have had no costs for towers and tower related equipment this year, however the money in the line item is in case we do have an unexpected expense.

Cynthia Knight asked what the \$37,000 that is in the PSAP and Other Equipment right know. McDaniel advised that was for the \$28,000 for Priority Dispatch and all Dispatchers are currently in the process of training.

Cynthia Knight then asked if the \$10,000 was to maintain that and McDaniel advised yes.

McDaniel advised that the sub total of expenditures was \$221,530.00 which is about \$2500.00 above what we are projecting to end at in June of 2019. June of 2020 will be about \$2500.00 above where we were this year.

McDaniel advised that this is the 911 Service Board Budget that is for the PSAP's. McDaniel advised he has a budget for running his dispatch center and Chief Harken has a budget for running his. McDaniel advised that combined it costs about ¾ of a million dollars to run the dispatch centers that is budgeted above and beyond the Service Board Budget that covers cost of personnel, salaries, benefits, electric and everything else that runs the PSAP's. McDaniel advised that this Budget is for strictly the 911 call and the processes that go along with that call and has nothing to due with the exception of probably training, that benefits Fire Ems and Law Enforcement, everything else is the 911 process itself. McDaniel advised he just wanted to clarify because the felt there might be some confusion about what the budget actually goes towards.

Tom Craighton advised that the money that was talked about in last month's meeting was listed in line 63. McDaniel advised that was assigned fund balances.

Aaron Budwig asked what that actual term meant in line 63 and what is the definition of assigned fund balance.

McDaniel advised that it is assigned to be spent on a project. McDaniel advised what that project is would be something that the Service Board would have to decide and have some in depth discussion on what it would be.

McDaniel advised that it has been assigned as Future Upgrades and what those upgrades may be is something that the Service Board needs to determine.

Aaron Budwig asked Thomas Craighton how this budget compared to their 911 budget in Franklin County. Thomas Craighton advised that our 911 budget is very close to theirs.

Cynthia Knight the asked Thomas Craighton if they had two PSAP's. Thomas Craighton advised they only had one PSAP and that five years ago the Hampton PD decided they wanted the County to take over the PSAP and the County took over the PSAP from the City. Thomas Craighton again advised that the budget is about the same and the carry overs are about the same as theirs.

McDaniel then asked if there was any further discussion on the budget.

Aaron Budwig commented on the conversation that was held at last month's meeting, that this is a learning process and that we are on the right track and if we have to make an amendment, we make an amendment. Aaron Budwig advised he was glad to see we bumped up line 47 and in line 63 with further discussion (couldn't make out) we need to explore what the needs are with in the county and what other agencies need.

Cynthia Knight advised that each agency needed to be concerned with their needs and not the other agencies and it is her responsibility to find out what her agencies need.

Aaron Budwig advised that he did agree with her, however he felt that as a team player we should look out for each other and work together and share.

McDaniel advised that he believed that we are.

Ben Krause advised that the board needs to let everyone know what is available to them so they can use it.

Cynthia Knight advised that this board needs to do a better job.

McDaniel advised that he disagreed and in the past he has begged for each community to have a voice at these meetings. McDaniel advised that he has all but begged them and that he wants everybody's voice heard, but we can't force them to come. McDaniel further advised that we can't shun the communities and tell them that if you don't attend you don't get anything, and we can only extend the hand and the invite and if they chose not to come that is their decision.

Cynthia Knight advised that she felt that what this board could do is produce something that says this is what you can bring to this board for reimbursement or payment.

McDaniel advised that Supervisor Hoffman, Nick Whitmore and one or two others came up with that and we discriminated it.

Cynthia Knight requested that the information be resent to her. McDaniel advised he would make those arrangements.

McDaniel then asked Knudsen if he had that information. Knudsen advised he would get the information from Nick Whitmore.

Cynthia Knight then advised it was her responsibility to go to her people.

McDaniel advised we want to utilize that and that is what we budget for.

Bill Lott then asked who we would be sending that information out to.

McDaniel advised that he believed that the last time it was sent to the entities like Fire and EMS.

After some discussion McDaniel advised that the information would be sent to the Cities.

B.J. Hoffman advised that due to the attendance at the meeting we can utilize tonight's roster for points of contact.

McDaniel advised that the information would be sent to each city hall. McDaniel advised that again we want to let the fire departments and ambulance service's to know to apply for it, that's what it is there for.

Aaron Budwig moved to set the budget as it is presented.

Motion – Aaron Budwig

Second – Ben Krause

Voice vote, all ayes, carries.

McDaniel then advised that for clarification, this is to go as our proposed budget and to be printed for public hearing and he would take care of that when we set next meeting date which will be February 19, 2020.

Tom Craighton then asked if we needed a motion to publish the proposed budget and set a public hearing date.

B.J. Hoffman then made a motion to set the public hearing for the fiscal year 2019 911 commission budget for February 19, 2019 at 6:01 p.m. in the large conference room at the Hardin County Courthouse.

Motion – B.J. Hoffman

Second – Terry Beare

Voice vote, all ayes, carries.

Item 6:

Other business to come before the board. – Dave McDaniel

Patt Daggs the Ackley Police Cars are in desperate need of new mobile computers in order for Officer's to run the Cad and Tach 10. Patt advised she has obtained quotes for the new the new mobile computers. Patt advised she had two quotes to supply both cars with the new computers so they can run the Cad System and the Tach 10 and Priority Dispatch. Patt advised there was some question on if computers can go through the 911 Commission. Patt advised she did contact Blake with 911 at the State and he advised that mobile Cad/mobile data terminals in cars are an allowable expenditure for 911 Surcharges.

Patt advised that she had the quotes and she has several copies, however she did not exactly know what the procedure was with it not actually being on the agenda.

McDaniel advised that we can take no action since it is not on the agenda. McDaniel advised that as a board we need to look at what direction we want to go. McDaniel advised Patt she was looking at two and if the 911 Board is going to buy laptops, he would be looking at eleven, Chief Harken would be looking at four and Eldora would be two or three. McDaniel advised he felt that we really need to decide how far we want to go or do we need to look at like a grant for the computers as well. McDaniel advised the knew that EMS and Fire would be interested in having terminals in their vehicles for Priority Dispatch. McDaniel we could go from two to forty different Ambulances, Fire Trucks and Squad Cars throughout the county and eat up our 911 funds really quick. McDaniel advised he is not opposed, he just feels that we need to set some parameters on what we want to do, what we want to fund or how much we want to fund of various items.

Patt Daggs advised that just because theirs were ancient doesn't mean yours are ancient and doesn't mean that McDaniel needed new ones.

McDaniel advised that he will need new ones and that he budget's for three a year.

Patt Daggs then advised that it doesn't mean that it is inside of this budget year. McDaniel advised that is correct, however Iowa Falls has none.

Patt Daggs then advised that Wade said something about that they did not want them.

Gene Newgaard then advised that it was not that Iowa Falls did not want them, it was that the City Council has not approved funding for in car computers up to this point.

Wade Harken advised that he does not have the mobile Cad program for his Department. Wade advised he got a quote for the mobile Cad program when he did his 2019 to 2020 Budget. Wade advised he had no mounts, or printers and is starting from scratch.

Brian Schiman then advised that when you upgrade you have to get all new equipment any way.

Wade Harken advised he had to get the program for his server which was \$28,000.00 and then \$35,000.00 for the labtops and other equipment. Wade advised it is not that he is not interested, however the \$57,000.00 was not in the budget. Wade advised he did not feel comfortable coming to the Service Board and asking for \$28,000.00 for the program that goes with the computers and then an additional \$35,000.00 for all the equipment in the cars.

McDaniel advised he is not disagreeing at all, however historically this board has always looked at the 911 process as the call coming in to dispatch, dispatch putting the call out to Fire, EMS and Law via radio or pager. McDaniel advised that obviously with technology changing and with Cad this is a new avenue that we need to look at. McDaniel advised he felt that the board needed to put some in depth thought and discussion into how we want to proceed and where do we draw the line. McDaniel advised he felt this was something that we should spend more than ten minutes discussing and open up a can that we may not be able to fund over the next couple of years if we go that route.

Ben Krause asked what the price of a terminal was.

Patt Daggs advised they were looking at about \$6000.00 per car.

After additional discussion it was decided that the request for mobile computers for the Ackley Police Department needed to be submitted to be put on the meeting agenda for discussion.

Bryce Knudsen advised that in December Hardin County had met the requirements for the first half of the GIS Data Accuracy Grant and would be receiving our first half grant check from the State. Bryce advised this is a grant that is available twice a year as long as the PSAP's meet the data accuracy requirements.

Bryce Knudsen advised he had met with Todd Christiansen from ICAP and had our annual ICAP Insurance audit for the 911 Service Board. Bryce Knudsen advised that our review went well and there were no issues .

Bryce advised that there are ICAP Grants for \$1000.00 for agencies that are ICAP Members and that the applications for the 2019 ICAP Grants are open. Bryce advised that the grant monies can be used to purchase a variety of equipment for the member agencies. Bryce explained the ICAP Grant process and advised that the applications are on the ICAP Website and if you have any questions he would be available to assist any agency with completing the ICAP Grant.

Wade Harken advised the board that the Iowa Falls Police Department TIP Radio, that does all the paging, is over six years old and have been having issues with paging. Wade advised over the last year Electronic Engineering has been coming down and Tweaking the radio and recently turned up the gain on the TIP Radio to its maximum. Wade explained what the radio was doing and advised that when the page goes out, usually the initial page, there is no voice after the tone.

Wade advised that this has been going on for about a year and Electronic Engineering has done what they can but are unable to remedy the issue with the current radio. Wade advised that the Service Board owns the TIP Radio. Wade advised he has got a quote from Electronic Engineering for the replacement of the TIP Radio for \$10520.00. Wade passed out copies of the quote for review by the board.

Aaron Budwig asked how old the TIP Radio was. Wade advised that Electronic Engineering advised him it was 2012 or older. Aaron asked if currently the TIP Radio was operational. Wade advised that only about 50% of the time. Wade advised that when the dispatcher pages the radio will give a kick back or squelch indicating that the dispatcher can talk. If the dispatcher does not get that kick back they have to repage until they get the kick back so they can give the message over the page.

Aaron Budwig asked if we were using the backup paging at the Sheriff's Dept. due to this issue. Wade Harken advised not at this time. Aaron asked how long this has been going on. Wade advised it has gotten progressively worse and started having issues about a year ago and Electronic Engineering has been trying to fix the problem since then.

Wade Harken advised that he knew this TIP Radio was no on the agenda, however advised that it needed to be replaced otherwise they would not be able to page anyone. Wade advised that the Service Board owned the equipment which us why he brought it to the board and may be bringing an actual bill to the board in the future to replace the TIP Radio.

Aaron Budwig asked if we wanted to take action on the radio tonight could we. McDaniel advised that if it is not on the agenda we cannot take action. Wade Harken then advised he would like to get a feeling form the board on the replacement of the TIP Radio.

Ben Krause asked that essentially right now Iowa Falls cannot operate as a backup for paging for Hardin County. Wade Harken advised that not reliably.

Aaron Budwig advised that the TIP Radio should be taken out of service due to reliability and paging should be taken over by the Sheriff's Office.

Wade Harken advised that he was not taking the TIP Radio put of service and the board can not require him to take the radio out of service. Aaron Budwig advised that he was not requiring him to take the TIP Radio out of service, it was just his recommendation since they were having those difficulties, we shouldn't be using something that is faulty.

Ben Krause then asked if it was in the budget to fix the TIP Radio without an amendment. Bryce Knudsen advised probably not because we will not get through this budget year without an amendment.

Cynthia Knight then asked if it would need to go on next month's agenda. Bryce Knudsen advised that he was not sure being it is a 911 Service Board Owned piece of equipment, and does it need to be voted on to be replaced.

McDaniel advised that it is our equipment and he did not see us not fixing something that we owned, that being said we need to act accordingly.

Ben Krause advised that the Board did not have approve the bills that Nick Whitmore presented last month for the maintenance and repairs at the tower sites and did not feel that this was any different.

Wade Harken advised that the radio was going to be replaced and would probably be presenting a bill to the board next month. Wade advised the radio had to be replaced to assure paging capabilities for Fire and EMS.

Bryce Knudsen reminded all board members to speak with their agencies about the pager/radio grant and out of twenty one agencies he has only had four applications for the grant this year.

Item 7:

Set next meeting date. – Dave McDaniel

Next meeting date February 19, 2019 at 6 p.m. With Public Budget Hearing at 6:01 p.m.

Motion – Aaron Budwig
Second – Ben Krause
Voice vote, all ayes, carries.

Item 8:

Adjourn. – Dave McDaniel
Motion to adjourn – Aaron Budwig
Second – Ben Krause
Voice vote, all ayes, carries.