

CEDAR COUNTY E-911 SERVICE BOARD

April 14, 2011 MINUTES

APPROVED _____

Chair Bell called the meeting to order at 6:09 p.m. at the Law Enforcement Center.

Those present were E-911 Board members and/or appointees and alternates to include Board of Supervisors: Jon Bell; Bennett: Orville Randolph and Dan Sander; Clarence: Randy Burken; Durant: Shawn Jepson and Duane Holst; Lowden: absent; Mechanicsville: Boyd Stine; Sheriff Warren Wethington; Stanwood: Mike Dauber; Tipton: Don Villhauer; West Branch: Dick Stoolman; West Liberty: absent; Atalissa: absent; New Liberty: absent; Oxford Junction: absent; and Wilton: Gary DeVore. Others in attendance were: Tim Malott, Director and Sue Hall, Press.

Moved by Dauber seconded by Stine to approve the meeting agenda.

Ayes: All

Moved by Stoolman seconded by Burken to approve the minutes of 1-6-11 and 2-14-11.

Ayes: All

Revenues and expenditures were reviewed. Discussion was held.

Moved by Villhauer seconded by Burken to approve the revenues and expenditures, as presented.

Ayes: All

Old business was discussed.

The narrow banding project was discussed. Tim Malott has talked to all of the communities and schools, and he has obtained a point of contact. The point of contact for each entity will be contacted regarding a password to update licenses. The Director said he has a good list of everyone's equipment. He is working with Graybill Electronics. If they can go to narrow band on a piece of equipment, they'll write the program. Orville Randolph wondered if they will do the schools' equipment. Malott said yes. The approximate cost of equipment was discussed, such as a pager-\$500, handhelds-\$1,500, mobiles & mobiles w/base unit-\$3,200 or \$3,300. Malott noted a Mototurbo is not a Project 25 radio. Equipment that has to be replaced needs to be identified. We have until April of 2012 to get the programming done. Malott suggested using a single vendor or a single maintenance contract to lock in a vendor for a certain period of time. Duane Holst was under the impression that if everything can be done ahead of time, then they would just toggle over. Malott said he would inquire about that. Signal strength and wattage of equipment was discussed as well as Project 25 equipment. Malott estimates that to get everyone to the minimum for narrow banding approximately \$359,540 would be needed. He reviewed the status of grant applications. The Tipton Fire Department will be sponsoring the Regional Fire Frant. A three-year average of the budgets is needed. Malott noted the budgets need to come close to balancing or we will not get a grant. He

needs the information soon for EMS and Fire. If funds are earmarked for a project, Malott needs to know that and documentation would be needed. The Director wondered if the Board would want to pull an entity out of the grant if they do not submit information. Discussion was held regarding that matter.

Moved by Randolph seconded by Villhauer to set April 22, 2011 as the deadline for everyone to have their budget information submitted for the Fire Grant.

Ayes: All

Director Malott will make a call to the entities that were not at tonight's meeting.

Applications are being done for licenses for Fire and EMS for each community and for EMA/County Law Enforcement Center.

New business was discussed.

Tim Malott said he is installing a new CPU to run the Geo Comm mapping. The old CPU was almost gone and was overheating. The new CPU will be placed in a climate controlled room. It can be upgraded to new generation.

There was an action review on the Tornado Drill held on April 6th. The Director noted there was one issue with a siren in one community, and one community didn't blow their siren due to a mix-up as to who was to blow the siren. Schools participated in the drill. Another drill will be done next year. They will use tones, and Malott would like to get a couple businesses in each community to participate. Discussion was held regarding the Scattergood School siren. Malott noted the siren is not part of the group, but he wondered if the Board would like to add it in. He has been in touch with employees at the school. Malott could give the receptionist a weather radio and a TV, and she could set off the siren if there is a weather event. He noted the option of giving the maintenance person a handheld so he could set it off, since he resides on the school grounds. Warren Wethington wondered what would happen if a weather event occurs and the maintenance person is not at the school. Discussion continued. It was the consensus of the Board that due to liabilities the school should work out their own plan in the case of a weather event.

Director Malott noted the NENA national Conference will be held in Des Moines on August 12th – 16th. He would like to attend the conference, and he'd also like one or two Dispatchers to attend the conference also.

Moved by Randolph seconded by Stoolman to authorize Malott and one or two Dispatchers to attend the NENA National Conference.

Ayes: All

Moved by Jepson seconded by Burken to adjourn the meeting at 7:10 p.m.