

Marion County 911 Board Minutes
February 25th at 6:00 pm
3014 E. Main St., Knoxville, IA

1. Chair Marcia Slycord called the Marion County 911 Board meeting to order at 6:02pm.

2. Jeff Anderson took a verbal roll call and the following members and guests were in attendance:

City of Bussey	John Price
City of Knoxville	Brian Hatch
City of Melcher	Terry Fisher
City of Pella	Marcia Slycord (Chair)
City of Pleasantville	Absent
Clay Township	Brice Loonan
Indiana Township	Steven Watson
Knoxville Township	Kenny Thompson (Vice Chair)
Lake Prairie Township	Doug VanGorkom
Marion County BOS	Mark Raymie
Pleasant Grove Township	Absent
Red Rock Township	Absent
Washington Township	Absent
<u>Also present</u>	
Marion County EMA/911	Jeff Anderson
Marion County Sheriff's Office	Martha Dykstra
Marion County Sheriff's Office	Jason Sandholdt
Marion County Zoning/911	Melissa Poffenbarger
Pella Police Department	Robert Bokinsky

3. *Approve agenda for regular session of 02/25/19:* Slycord advised it was requested to amend the agenda to include the approval of the May 16, 2018 minutes. There was a motion by Price and a second by Thompson to approve the agenda with an amendment to approve the May 16, 2018 minutes. All members were in favor and the motion carried.

4. *Approve minutes of 05/16/18 meeting:* Anderson advised the corrected version of the minutes was showing on the screen. Sandholdt asked what the amendment to the agenda and the May meeting minutes pertained to. Anderson and Slycord advised it was due to his question on the budget amendment for \$30,000 pertaining to the GIS grant and PSAP expenses. Sandholdt advised it was going from the \$154,000 to \$210,000, that is more than \$30,000 so what was the extra money for. Anderson advised it was a cushion, as we had outstanding expenses we didn't know the total of and we wouldn't have had time to do an amendment and would be in violation of the law, so extra was added. There was a motion to approve the May 16, 2018 meetings as corrected by Van Gorkom and second by Loonan. All members were in favor and the motion carried.

5. *Approve minutes of 06/20/18 meeting:* Sandholdt asked if Pettyjohn has a system for transcribing the recording to minutes. Anderson advised she listens to them repeatedly and we have a program that slows them down. She spends a lot of time on them. Sandholdt advised they are very thorough and there are few corrections. Anderson stated

she spends a lot of time on them and frequently has questions as to whether or not something should go in. He advised we do not want to censor what the Board members say, so if it's audible in the recording we tell her to put it in. There was a motion by Van Gorkom and a second by Thompson to approve the 06/20/18 minutes. All members were in favor and the motion carried.

6. *Election of Board Chair/Vice Chair:* Slycord opened the floor for nominations. There was a motion by Van Gorkom to leave the Chair and Vice Chair the same. Slycord confirmed that would leave her as Chair and Thompson as Vice Chair. Sandholdt advised he no longer has a vote since Supervisor Raymie came in. Anderson advised, he does and that Raymie is representing Marion County and advised Sandholdt is representing the EMA Commission. Price asked if the Chair and Vice Chair accept leaving them the same. Thompson stated he had no problem with it. Sandholdt stated it's very hard when you have two PSAP's and having someone involved in one of the PSAP's to be the Chair and asked if there is anyone else that is interested in it or if there was any discussion on it. He advised he sees pros and cons. There are many times that Marcia and Martha may know different sides of things, or Jeff, the E911 side of it too. He also sees in his opinion there is a potential for conflict. He states he thinks Marcia has a done good job of staying neutral, but that is just his opinion, as the Sherriff. Bokinsky advised he thinks they are blessed to have a PSAP coordinator on the Executive Board and standing as the Chair. Price advised there is a potential regardless of who is in there for bias. Bokinsky continued by saying having someone that works in the PSAP and handles and supervises 911 calls, who is better qualified than that. He advised he would support this and it is the best way to go. Sandholdt asked Bokinsky if he feels like all of the votes have been fair in the past in regards to the PSAP's. Bokinsky stated he does, then asked Sandholdt if he feels they have been fair and Sandholdt stated he does not. Bokinsky advised then they disagree and states Sandholdt says that just after saying Slycord has been very impartial. Sandholdt advised that is in regards to the Board side of things, he thinks Slycord has been impartial. He continued by saying he thinks the question was brought up before that his thoughts are there have been times depending on the conversation and where it's been lead in regards to the PSAP, even now with the pass through money, you can read chapter 29 or 34 on whether or not there should just be pass through or if it should go to the dispatch centers or the Board. He feels like even the \$61,000 that's available now he would like to be able to utilize that money to buy new radio equipment, if that's not the case or the direction of the Board then they don't really have the say. A lot of times you could look at it like a fire department or a PD needs that equipment at what point is that the decision for the PSAP to be able to do a grant or award money for equipment or is what point is that the Board's decision. Bokinsky advised we are going to a hear a presentation tonight where they work together and that is probably what is missing here. He continued by saying we have a lot of people who work in that environment and understand it intimately and it is our role to educate everybody, so we can bring everybody up to speed, so they can vote and understand everything completely. He advised if we can do that we would have a very effective Board. Sandholdt stated if no one is really interested in it and they are willing to accept it then that's a big part of it. He stated he doesn't want it be this way because it's the way it's always been done that other people don't have the opportunity to step up if they want to and if no one else wants to step up then there's not much need to do it and it carries on. He wants people to have the opportunity because he believes the more people get involved with it the more they understand those issues far more and to vote on them and why are we voting this way. Bokinsky asked if HSB 156 is right

now in the process. Sandholdt stated he doesn't know which one that is and Bokinsky advised it was being presented to Sheriff's Departments to the PSAP. Sandholdt advised it is moving forward and Bokinsky advised that would create an entirely different dynamic because both PSAP's would be represented and that would create a situation where it might flip flop through the year or every voting cycle. He advised it just opens it up so much more. Sandholdt stated if no one else has an interest, it was discussion point there was a motion and a second. Anderson asked if there was a second, because if there was he didn't catch it. Slycord wanted to confirm and make it clear that she is a City of Pella vote, not a PSAP vote. Sandholdt stated he understands. It was confirmed there had not been a second to the motion, so Fisher seconded the motion to leave the officers as is. All were in favor and the motion carried.

7. *Public hearing for FY 19-20 budget:* Slycord opened a public hearing in regards to the Marion County 911 Service Board Fiscal Year 19-20 budget. Anderson advised there was nothing received in written or verbal form from the public and there was no one from the public present. There was a motion by Sandholdt and a second by Price to close the public hearing. All were in favor and the public hearing was closed.
8. *Discussion & action as necessary regarding FY 19-20 budget:* Anderson advised they would start with the executive summary document. He advised this was by far the most challenging 911 budget that he has put together because we are essentially in the progress of doing away with one set of call processing equipment and moving to a completely different system. The new system is going to save us significant money over a month and the course of a year. He advised with where we are at in the current budget and the fact that we attempted to do our part on a conference call to get some answers to questions that would have helped us out knowing where we are at in a timeline. We raised some issues on the conference call that that State had not even discovered that kind of set the contractor back on their heels. Anderson stated it was his opinion that they get caught trying to do something and didn't know how to land on their feet in the conference call. Then they figured out that the State had missed it and the State caught on to what we saw. Where we are at today is that we were promised information and we were asked to follow up with an email our concerns. We did that the following day and we have heard nothing since then. Anderson conferred with Blake, the State 911 Program Manager, and without giving many details his sense was that Blake has referred to the AG's office in regards to the contract. Anderson advised he didn't want to press too much and take the play out of Blake's hands, Anderson decided he would have to go in to this meeting not knowing a timeline or when we would be shutting off the existing call taking equipment and turning on the new. That means he had to prepare the budget with this information in mind. He advised it was a very challenging budget to put together, the good news is that we are saving enough money when we go to the new system that it didn't inflate the new budget. There isn't a tremendous amount of difference in the budget. Anderson advised in 2018 following the state program managers advise the directive was they wanted cash that the Board's have to not appear on a budget form as unassigned money. The fear was if all of these county reports were presented to the Legislator and these numbers keep going up it is more likely they will take more money from the local Boards. Anderson advised in 2018 when we prepared that budget we "assigned" \$300,000 and we did another \$300,000 last year and looking at cash on hand with a little bit of uncertainty with what our expenses will be we will have another \$100,000 potentially from this budget to put in there. He advised if that goes then the \$89,935 is what is left in the fund balance for day-to-day operations.

Sandholdt asked if the \$700,000 is money we have on hand somewhere and where is it at. Anderson confirmed that is in the Board's fund. Sandholdt stated this is where it comes back to his frustration. He advised earlier they requested roughly \$18,000 for equipment and it was voted down, yet there is \$700,000 in the account. He stated that is very frustrating. He stated that's where the pass through to the PSAP to be able to spend the money they need to spend for things. He continued by saying it's frustrating for him when they get voted down for things they need for their PSAP, yet we have fund balances of these amounts and we are worried the State may take that money because there is too much money. Anderson pointed out that he prepares the budget and the Board approves it. Sandholdt advised he is just making his point clear. Price stated we have that money earmarked for the new radio system upgrade, it's not money just sitting around. Sandholdt asked where, is that the master plan? Anderson advised it's in the 5 year strategic plan. Sandholdt asked if he could be sent a copy of it. He stated Melcher-Dallas for example was talking about buying radios or equipment to be able to utilize, whether it's someone choosing to use the statewide system or the SARA system he would love to see that money being able to be utilized right now for those types of things to bring people up-to-speed and is that something that has to be proposed in the budget for the fire departments, etc. He asked if that is something he needs to make a motion to say let's spend or open a grant process and if an agency is getting the equipment for free, we have a \$500,000 tower sitting in the center of the county. Anderson stated he doesn't want to speak for the Board, but when the Board went the direction of determining the priorities they wanted to address out of the strategic plan the idea was that they didn't want to get down and spend the money on radios right now because we don't have a system. Sandholdt stated we do have a system. Anderson stated if you want to be politically correct there are two systems out there and the Board has not decided which system they would like to use county wide. Sandholdt stated that is his frustration, if Melcher Dallas or Knoxville PD or somebody, is that their decision to make, is it Mayor Hatch's decisions to say Knoxville Fire or Knoxville PD we are going to go this way or is it the Board's decision to tell him that. Anderson advised Chief Mrstik put in his strategic plan that somebody, meaning an organization in this county, needed to take the lead, collaborate and bring all the players to the table and decide on what system we are going to use. Chief Mrstik advised that was a fair statement and he stated he is in a position that they dispatch through the Sheriff's Office and he has to take their lead, if they are going with the State system, then they have to go with the State system. He advised the problem is when Pleasant Grove has a fire they have to have a system that they are able to communicate and right now with two systems, it's frustrating for them to communicate as well. Anderson advised all of that lead to the Board discussing hiring a consultant to make a recommendation back to this Board on what system to use. Sandholdt stated he wants to get on the record that whether you go with the SARA system or the State system, the radio he is holding will work on either system. If Melcher-Dallas decides they want to go on the SARA system, the equipment that is bought, whether mobile or portable, whether Motorola or Harris, State versus SARA, the equipment can be utilized for either one of those, so he is confused or lost on why we wouldn't get them the equipment to use and let them make the decision on which way they want to go. He states that is very frustrating because we're a year or two in to in now and if Melcher-Dallas six months ago or a year ago would have the money to be able to say all I need to do is reprogram this radio to whatever system I want to go with, the State or SARA system, and I could utilize that. Sandholdt advised he's confused on why the Board or the Chief's are going to know what works best for them, or the mayors, or whoever. Anderson advised he doesn't want to put words in Board

members mouths, so if he's not speaking what they said tell him and he'll correct it. He advised the issue wasn't that we needed new radios, the issues was everyone was in common agreement that one tower, no matter what system, one tower was not going to serve everyone in this county the way they wanted it to. Sandholdt asked if that is still people's though process. Price advised if you get down in to Bussey, they are right on the edge and they get a lot of static and if you think the 422 people in Bussey don't deserve the best, shame on you. Sandholdt advised they do deserve the best, but his question is, they have now been utilizing the system and the Chief, whether it's someone that wants to talk about the other system, it doesn't matter in regards to the equipment that you buy to do that, so if it's something that he doesn't know, he's just very confused on the fact and he wants the best because his guys go to Bussey and he wants them to have the best of the best of Marion County, so whether that's with a piece of equipment that can go either way that's to be decided or argued down the road. Fisher advised they just bought a 700/800 MHZ vhf radio for their new ambulance for the simple fact they wanted to be able to have direct contact with the Sheriff's Deputies or incoming Police Departments that were working on 700/800 or it was always going to go through the PSAP. He advised it was his understanding and the original intent was that they discussed earlier this 95% coverage on the 700/800mhz and they thought if they put maybe three towers throughout the county and remained on the VHF that we currently use that things would work out for both, but that still doesn't let a local department on VHF talk directly to a deputy, they always have to go through the PSAP. He advised they are putting in at least one 700/800mhz in their rescue and are going to do an experiment in their own department to see how it works and they like that it works. He advised they are not opposed to going on their own system on VHF at this time because they don't know how the other one is going to perform. They might put the 700/800 and only have 80% coverage, they don't know that yet, but since they decided on their association for their rescued unit they want to be able to have contact with police they had to do this. He advised if another department has a dead area and they want us to bring our mobile unit over to test it and see how the coverage is we'd be more than happy to do that. He advised he thinks they have to continue to move, and he's not going to say the two State systems or their own VHF is the way to go at this point and he thinks we have to discover ourselves what works for us, each individual community that is here. Bokinsky stated first off he thinks that you are going to find that the mobile coverage is going to be very good. The State system or the SARA system they both will give you very good mobile coverage and you'll be very satisfied with it, regardless of what you use. He advised he just wants to throw this out and he thinks the Sheriff is making some very good points, as he looks around the room how is everyone going to pay for these radios. He advised we are sort of in a rabbit hole right now and these are things we probably need to discuss going forward. He just wondered does it impact what we have on the Board right now as far as a decision today. Do they need to move money from one account to another to address that or do we put this on the agenda as an item and everybody come ready to discuss. Sandholdt stated the point he is making is that he has been told that if they have expenses in the future, if you read through the minutes, we need to try and propose those and we need to try and get those comments out there. He stated whether you go with the SARA system or the State system at least if you have the equipment that's there you can make the choice on a system down the road and he thinks Terry is right and you might find out this is great and we don't need to spend \$500,000 on a tower or we don't need to spend a million on two towers. Sandholdt continued state we are far better off buying \$500,000 worth of equipment, mobiles and portables and being able to utilize those to the best right now, or vehicle repeaters, he

advised they've been doing it for a year now on the State system, the SARA system is a good system, but what he is saying is buy the equipment let people utilize it because otherwise we're another year, or two years or three years out on not being able to use the best of the best. He continues saying when Councilman Price says he wants the best in Bussey, so does he and he doesn't care which direction they go, but you can't have the best unless you have the piece of equipment that allows you to do that. He stated he doesn't want people to get so focused on having to buy a half a million dollar towers, spend \$100,000, have matching grants, do whatever it is to allow people to have the equipment and then if a year down the road it doesn't work out, then look at doing something more. He thinks people, he can tell you from the years' worth of using it right now, people are going to think it's a heck of a lot better than what they have. He advised he wasn't part of the strategic discussion, or didn't have a vote and now he has a vote on the Emergency Management side of it. He really wants to have this discussion because he thinks they can benefit whether they are Knoxville Fire, Knoxville PD, Pella whoever it is. How do we utilize that money and the reason he brought it up now is because they were told they need to have that discussion now and we would much rather earmark money. Knoxville Township, or Indiana Township having that equipment in there, I think you're going to put a huge dent in communications in Marion County, no matter what agency it is by earmarking money to be spent on equipment that can be utilized on either system. Anderson advised a couple things he would like to point out, if they leave the budget as it is presented this money is assigned, but it is fluid. If they approve the budget tonight starting July 1st, if they wish to spend \$699,999 that's their discretion. We have not bound you from being able to do that. Sandholdt advised that is all he wanted to hear is that we don't have to have it earmarked for something that can be utilized to benefit everyone. Anderson advised the 2nd thing he'll point out for clarity, so they don't lose perspective themselves. He has not seen a single county go out for RFP on a radio system and had the RFP comeback with a single tower for the entire county. Is he stating that he is of the radio expertise to say that one tower won't work us, no he is not saying that, but he is drawing what he feels are rational conclusions based on other RFP's that most of these bids and proposals are coming back with anywhere from three to seven towers. Sandholdt stated that depending on if it's a P25 system or what the proposal you need on the Statewide system you're utilizing 88 towers for 95% mobile coverage, you're not talking about one tower you are talking about 88. He stated Melcher Dallas might be using the Hooper sight, the Statewide system has a requirement of 95% mobile coverage that includes Oskaloosa that includes no towers in Mahaska County. Anderson advised that is exactly his point of reference, so that we don't lose perspective is this Board when the determination was made to go the RFP and hire a consultant made it very clear that they were not interested in solely talking about 95% mobile coverage. These Board members said they wanted to talk about some level of portable coverage on the upside of 80%. Sandholdt stated the State system provides they don't they. Anderson asked portable coverage, he doesn't believe so. Sandholdt stated he thinks it above and beyond that and when you add a vehicular repeater in there you are now getting 95% mobile coverage. Anderson advised in the interest of everyone's time, it's good discussion, we are not encumbering the money, so back to the budget that money is fluid, it's yours, you do not lose it, you do not default it. He stated big picture on this years current budget is \$286,000 the ask as the budget is prepared in front of you is \$204,000, so within that the biggest reduction in expenses relates to the ongoing cost of month-to-month running the current 911 system, the call taking equipment. He advised you can refer to the executive summary where he talked about the monthly expense they currently incur for those expenses and many of those are going to go away.

We are talking about several thousand dollars a month you are currently paying that we will not be paying on the shared services system when we get there. He stated as he pointed out in the summary when this was originally prepared we didn't have clear direction from the BOS as to what was going to happen with the raises so he did it as he has in years past. Anderson stated the salary increases in this budget are at 3%, you can lower them without having to republish without having to go through this process again, but you can't raise them above 3%, so at some point they need to address that. He advised those are the big dial turners. Price asked if anyone knows what the cost of living is right now and if raises have gone up or down. Mrstik advised he doesn't know what the cost of living is, but he is doing a wage survey right now in Pleasantville and the average for most municipalities is between 2-5% for an income raise. Anderson advised he wants to point out that it is his intention that when they sit here at this time next year they will have conducted employee evaluations so we will have those as a reference next year. He advised he is still learning that process and with the Board do you share the results of the evaluation or do you just make a recommendation. He advised it's a learning process as we go forward. Sandoldt made a motion to accept the budget as long as we have the latitude to use that for future purchases or different things. He then asked if there is potential in this fiscal year's budget to have some money left. Anderson asked when he says money left, just asking for clarity. Van Gorkom stated he thinks what he's asking, not looking at the new budget, is there money in the present budget if we decide we want to buy more radios. Anderson advised there is \$600,000. Sandholdt stated that's a discussion for another time. Anderson advised the fund balance as it stands today is roughly \$700,000. Sandholdt asked if the budget we proposed for this current fiscal year would we have to have a budget amendment in order to utilize that. He stated that's the question they have, so if we discuss this for our next meeting we can approve this budget and move on, but if we wanted to have a budget amendment we could do that at our next meeting. Anderson confirmed that is correct. Sandholdt stated his motion stands as is and there was a second by Van Gorkom. All were in favor and the budget was approved.

9. *State 911 Shared Services Network project update:* Anderson advised at the last meeting on June 20th the Board authorized staff to enter in to a notice of intent with the Shared Services Network. He advised we did that following that meeting, the contractor, the vendor Zetron and Racom, conducted site surveys at both PSAP's to see what equipment would be needed to make this happen. Once site surveys were completed, they then gave us estimated costs. Anderson continued by saying it those estimated costs that we are projecting our expenses to be off of today. He stated because of the reduction in the amount of, for lack of a more appropriate term, it's a no-brainer, the amount of money we are going to save yearly by switching to this system on top of the fact that under our current call processing equipment or service and warrant contract runs out in the fall of this year, so we would have to address that if we had decided not to go with the shared services. He advised that's going to be a substantial amount of money. He advised without putting them on the spot he believes both of our PSAP directors are ready to go in a different direction and get rid of this current call taking equipment. He stated where we are at is we are waiting on a timeline. We have a fairly good ideas of the expenses that he put on the summary, his anticipation is that they are the worse case scenario and our costs won't be higher than that. He expects there to be some deviation from our benefit and one of the things we found in the fine print in the contract that the State hadn't even seen, his going to give an example. There is a black cabinet, known as a rack, they had in the proposal for the Counties proposal for annual cost for that cabinet.

Anderson advised we politely said in the conference call that we didn't understand why we were paying ongoing costs for a cabinet. He advised there was pretty good silence on the phone, at which point the State program manager said he would like to hear the outcome for that and that it doesn't make sense. We don't have an answer on that today and he suspects that number will go away or should be reduced. He advised he wishes he had a timeframe of when we'll be switched over and start saving this money, but he doesn't. At this point in time there is still just the one county that has been cut over to the system, it's Hancock County. Slycord advised that's because they were forced to make the transition because their equipment was dying. Anderson advised it is working fine for them, but as far as we can tell nobody else has been added to the system. Anderson asked if there was anything else from the Chair or the PSAPs. Slycord advised we are still waiting on the answers from the questions we had regarding this, we did our due diligence on reviewing quotes. Anderson advised one of the other questions we have asked and don't have an answer to is we specifically asked during the site surveys the equipment they bring and put in the PSAP's does this Board own it, is this Board responsible for it, do we need to insure it, will it be ours to budget to replace. He advised the answer at that time at the site survey was no and that we are responsible for none of it, it's State owned equipment, you won't have to insure, you don't replace it, it's not yours. At some point following the site survey we asked again and were told yes, and there was not further explanation given, so yes what we own it, insure it, have to replace it, so we are still waiting on clarity of that answer. If the Board has to insure it or budget to replace it then he thinks they will want some projections on when it will have to be replaced and what those costs are projected to be. He stated that could potentially reduce your savings over the cost of three years, if those projections are high then you would have the information to say we are saving money in the first 36 months, but after that we are actually going the other way. Anderson advised what he is getting at is that we don't have enough information to make a recommendation to them at this point. He advised it feels good and he's confident that State will get this figured out, but he just doesn't have the information for them right now. Sandholdt thanked them for their work on it. He advised he has to get to a previous commitment, but thank you for doing it and coming to the agreement it's going to save money in the long run for both PSAP's and he trusts their judgement for that. He also wants to thank Martha, although it's not on the agenda, it's her last 911 meeting. He wants to thank her for her years of service to this Board and to the citizens of Marion County. Martha is retiring and he is very thankful for everything she has done for the citizens and their office. Anderson advised they don't need a motion, but should close the discussion. Fisher made a motion to close the discussion, with a second by Loonan.

10. *PSAP Administrator Phone Interface Presentation/Request:* Slycord advised she and Dykstra reiterate what Anderson is saying there are still some unknown about the shared services project, but what they are here to do is request \$15,000 per PSAP to provide an interface to the phone system and radio system to benefit both 911 PSAP's. Slycord advised they will go through the power point and advised the Board to ask questions if they have them, but hopefully, this will answer a lot of their question. She advised they are coming to the Board for \$15,000 for each PSAP for a phone interface that will benefit not only the emergency responders, but the citizens of our county. Slycord a bit of history is that the Iowa Homeland Security and Emergency Management Office manages 911 for the State of Iowa and they employ a 911 Program Manager. That program manager was on the phone call with us as we were reviewing the quotes that Anderson talked about. Chapter 34a of the Iowa Code specifically refers to 911

emergency telephone systems and they provide oversight for all of the Boards. She advised this is nothing new, Marion County has 2 PSAP's and Anderson covered this very well, is that the call processing equipment is located at the Marion County Sheriff's Office and Pella Police Department is a remote from that. She advised expenses that Anderson talked about that the Board is paying are the circuit fees, trunking fees and the connection between Marion County and Pella, there is actually a fiber that runs between the two. We actually experienced that fiber getting cut last year and in which Pella PD didn't have any 911 service, but the Sheriff's Office did. As the State moves forward that takes that equation out of the mix, is having our own processing equipment at both PSAP's and currently, which won't ever change, but the MCSO and Pella Police Department may answer 911 calls for each PSAP. She advised under the shared services there will be a different method of those calls being answered by another PSAP, but they will get answered if Pella PD is busy or the Sheriff's Office is busy. Slycord advised in the spring of 2018 HSEMD entered into a three contract, as Anderson has said we don't know what we have now facing us, this is a three year contract, after that three years we don't know what may or may not happen with the shared services money. Initially we heard service Boards are not going to own the processing equipment, yet we might, so kind of an unknown. The biggest key and the \$12,511 savings is well far less then what was proposed we might save, but she and Dykstra took that number from a report they completed. She advised they are in excess of \$40,000 a year savings on the shared services. The 911 fund balance \$492,816 was as of June 30, 2018, which was what we reported to the State. They talk about shared services and they will break this out. The HSEMD offered the shared services which is call taking equipment, mapping, computer aided dispatch, Eventide recording for each PSAP and emergency medical dispatch through a vendor called Power Phone. Slycord advised Power Phone by itself is offering an external network access for everyone to acces the emergency medical dispatching, so HSEMD is offering this for PSAPs, they are offering the EMD certification and recertification for communications personal. She advised along with that there is a law enforcement package, fire service dispatch and call assessment under these shared services, they are offering to pay for certification for the communications personnel at MCSO and Pella PD. Slycord advised the max call taking because of the 911 Board when you hear Solacom, that is the call taking software we currently have a contract with, until 2021 from NG911. Some of you have heard his name, Michael Ramsey. He started as Ramsey Communications. He's done an excellent job promoting his business, he gets there. When we first experience Mr. Ramsey, things were great, we had great customer service. He drove here from Williamsburg when we had any issues or questions, but since Mr. Ramsey has grown his staff hasn't grown and when they have a problem at the PSAP's with how 911 calls are coming in, the last update we had the ring is different in the PSAP, we have not received customer service from them. One example is simply needing a statistic from them and she advised she is still waiting on that, as is Dykstra. Anderson advised the lack of producing that statistic can jeopardize funding to this Board, completing that report with that statistic is a mandated report. Anderson continued saying our vendor, not giving them the statistic they need, which is a report, so the staff can submit the report to the state jeopardizes the Board's funding. He advised he wanted to make the tie to the Board. Slycord advised they are excited to move ahead and not have the issues we have. They are confident that moving towards Zetron will be better for both PSAPs. She advised max mapping another piece of the shared service. They are receiving that mapping right now from GeoComm and those contract numbers were in the savings as well, that contract actually ends this year. Computer aided dispatch is a shared service that the MCSO nor Pella PD are interested

in. MCSO uses Shieldware and are happy. Pella PD maintains Zuercher and are happy, so that part of the shared services we did not pursue. There is an option about Eventide recording and that's a recording system that is housed at both the Sheriff's Office and Pella Police Department. Slycord advised that in 2014 and 2015 respectively the Board purchased a machine for MCSO and a machine for Pella PD. She advised they are happy with that, there was no need to have the 911 calls recorded at the State level when in their PSAP's the machine is recording all of their incoming and outgoing phone calls, their 911 calls and all of their radio transmissions, which is a benefit for them. She advised at the State level they are only recording the 911 calls and there was no reason to have a redundant recording system for that. She advised we've never had a failure. Finally the software services offered by Power Phone are the emergency medical certification and that is the piece that she and Martha are asking for as a shared service. EMD seems to be the best way for liability issues that the communications person can help the person having a heart attack, help the person who has the server injury with their leg, give them prior instructions before the ambulance arrives. She advised it's not just her going of the cuff of a certification of stop the bleed and tell them how to do it. Dispatch will have a software that comes up in front of them and it's based off of a flow chart...is the person breathing yes or no, yes we ask them to do this, no we ask them to do this. She advised it's a common method consistent, it's very important that our communications people are consistent with what they do. She advised they will check in to the law enforcement dispatch and fire service dispatch as we want to introduce one thing at a time for the communications folks. She advised it does include certifications for six seats the Pella Police Department and nine seats at MCSO. Anderson and Dykstra advised that amount was changed to eleven. Slycord advised and that is the number so even with turnover they will bare that expense, which helps both of the PSAPs. Slycord advised at the June 20, 2018 meeting the Board approved for Anderson to provide a letter of intent saying the MCSO and Pella PD wanted to participate in that CPE equipment, max call taking which replaces Solacom, max mapping which replaces GeoComm and EMD and we thank you for that. Slycord advised during the shared service site survey they both asked if there was a way to tie the administrative phone system, the 911 system and the radio system together so that communications personnel can wear one headset and talk on 911, answer an administrative and talk on the radio. They were informed that yes there is. They each asked for quote and how much this interface would be. The MCSO has a new administrative phone system, Pella PD does not, so that doesn't matter to the Board. She advised the piece that matters is the interface to make it work. The City of Pella has approved for a new administrative phone system at the Pella PD, what Dykstra and Slycord are here for on behalf of their PSAP's is asking for \$15,000 to tie, so answering a 911 phone call via a headset, answering administrative calls and talking on the radio. She advised that means that everything is coming through, all your radio transmissions and phone calls are coming through a headset. She advised it will be a benefit for dispatch so they can type in this computer aided dispatch system what is going on rather currently when we answer a 911 call they use a headset, when they answer an administrative phone call they use a hand set and when they talk on the radio they are using their fingers. She advised this interface would tie them together and in your eyes that is huge. Price advised that is extreme multi-tasking. She advised they are still going to use their fingers, but what they are asking for is \$15,000 for each PSAP for an interface. She advised the interface is not something that is a shared service so the State will not pay for this for each PSAP, but the money does conform to the use under Chapter 34a as the receipt and dispatch of 911 calls. Price advised he can't speak for the rest of the Board, but dispatch is critical to what we have

right here, with all of the money we spend if we don't have someone sitting in there to answer the phone it is wasted. He advised he has had benefit of being a fireman, a medical personnel and as a recipient, notice he is wearing a heart monitor right now. He advised visualizing in his head he called 911 and states he doesn't think his heart is working and someone else calls at the same time wanting to know what the road report is in Marysville and then someone walks in and walks on the window, who has priority. She has to dispatch the ambulance, keep him on the line and he wasn't aware that is what they have to do. He advised if they can make their job easier why not. Mrstik stated the question he has is they use Shieldware and Pella uses a different system is there any talk with the State with Trax with integrating the systems at the PSAPs. He advised his point is that there are other counties out there that if he stops an individual or deals with an individual in Marion County and Pella may have dealt with them last week he has access to that, but with two different PSAP's and two different systems we don't have that in Marion County. He advised he knows Trax is looking at doing something like that, but he doesn't know if that would eventually be integrated in with this kind of system, but it would be very useful with two different PSAP's and different departments communicating it's nice to have at least on the law enforcement side of it to share that information. Bokinsky advised that is sort of what they are looking for with virtual consolidation and when we applied for our grant a couple years ago. They shared what their new CAD system was, the Zuercher system, he advised they can do it, but it's not perfected yet to come through a portal or go looking for it, but it is step one of making that work and he knows Blake DeRouchey was pretty excited and thinks it's exactly what we need. Bokinsky advised it is a priority to the State and he thinks they are trying to do something with Trax. Mrstik advised he was in Johnson County and they have it there. It's very nice, medical calls, and you can pull all of the information very easily and it's very useful for law enforcement. He advised here we have two different systems and it's an awesome thing to do. Slycord advised she thinks you'll see in the future that it will be easier. Bokinsky advised Delaware has had it for 15 years and we just need to catch up. Slycord reiterated they are requesting \$15,000 per PSAP to use toward the purchase of this telephone and radio interface, again 911, administrative and radio. She stated it provides an efficient and seamless communication transition, multi-tasking again that hands free benefit to being able to keep the caller on the line, answer radio traffic and communications will be better able to focus. Price asked if they are on a 911 call and they get an administrative call is there a button they push. Slycord advised the headsets will be wireless so the capability is much easier. Ramey advised they are the subject matter experts, but it seems like a no brainer to him. Anderson advised the staff recommends it to the Board. Van Gorkom advised it's a benefit to everyone that is involved with first responders and made a motion to give both PSAPs \$15,000 a piece with a second by Ramey. All were in favor and the motion carried.

11. *GIS Grant FY 2019 update:* Anderson advised again this year the Board is eligible for a GIS grant to maintain our 911 GIS data to the State standard. Anderson advised that grant proposal was built in to the budget and again it will cover as it has done in this current year, it will cover \$24,000 out of Kim's wages. Anderson advises it frees up \$24,000 of either 911 Board money or Marion County tax dollars depending on which portion, if it is EMA or 911. He advised we have to maintain our data to the State standard whether we do it ourselves or hire a contractor. If we can use existing staff, capitalize on the grant expenditure, there is no reporting, it's a simple grant, we do the work, we meet the threshold and they write the check. Ramey asked if he needs a motion to approve, Anderson advised he does and there was a second by Van Gorkom. All were

in favor and the motion was approved.

12. *RFP update:* Anderson advised he put this on as a place keeper and doesn't want to put Chief Bokinsky on the spot as they had not communicated about this, but wanted to allow him to provide an update on the RFP process if he chose to. Bokinsky advised Pella is going to do an RFP and there will be one for the Board, so there will be two RFP's going out. Pella will take care of their's and pay for it. He advised the reason being they are in a little different circumstance as they cover about 1/8 of Mahaska County with their fire response district and their ambulance service is the same and they go all the way down to Bussey. They have concerns with the ambulance going to Des Moines, Story County, Iowa City, etc. and they are unique. They didn't want to come to the Board and ask for the money, so the approval to do this through their city council through their budget process and it's a two year process. One is the RFP year one and implementation of a recommended system in year two. Bokinsky advised that just happened within the last two weeks and they got the green light to go ahead. He advised they will be hearing from them now as they go to each of them and let them know what they are looking at and everyone will be in the loop. Bokinsky advised the goal is to give them the best radio coverage they can possibly get and make sure they can communicate with each other. He advised he knows a lot about communications and Martha, Marcia, the Sheriff know an awful lot about communication, but they are not engineers and this is at a little bit higher level. They can do propagation testing on the ground, but we can't do it like they can. We don't have the signal strength, we can just say I can hear or I can't, so he already knows from preliminary testing we've done on both systems probably what the consultant is going to say. He doesn't know what he'll recommend, but he'll say to make the State system work you'll need to do this and to make the SARA system work you'll need to do this. Bokinsky advised it will be a business decision for the city if one of them is three times for expensive then the other, they will probably go with the lesser product if it gives us the same result. He advised out in the county it's really the objective to give them the information they need, so they can go to their elected officials when it comes time for any type of a request for money or even just to educate them with what's going on with this system so they know, you will have the back-up of an engineer and a consultant who can say this is what the best solution is for Knoxville Rural. He advised you get up in to Jasper County and Mahaska and it gets a little hilly then you better do this. The Sherriff talked about vehicle repeaters is that a solution, it depends who you talk to on that stuff, so lets hire somebody, get them in here and he advised they are ready to go on it now. Ramey advised he's getting himself up to speed and asked if this is something that Pella is funding that the city council approved him to fund through Pella or is he asking the Board to do something. Bokinsky advised this is just an informational report and the Board has already approved an RFP that will take care of everyone here and Pella city council approved for Pella PSAP to do their own since it was so unique. Bokinsky advised he didn't feel right asking the Board for money for Pella to do their own. Ramey asked if there is already an RFP to the same affect that 911 has approved. Bokinsky advised they have approved the concept of doing an RFP. It was advised there is a draft, but it's not ready to go out yet. Ramsey confirmed there was something with State system waiting to be tested or something like that. Anderson advised we are past that date. Van Gorkom advised that was one of the things holding us back, we don't know if the State system is up and fully running yet, he advised he thinks it was supposed to be up and running by last July and it still isn't, so the State is dragging their feet also. He advised it's making it difficult and it's frustrating, he wants to get a system in place because they have dead spots and others

have dead spots, so they need to get someone and he fully agrees they need to get someone that knows about radio communications, not just someone sitting there doing a here say, but really knows what they are taking about to come with a recommendation to the 911 Board on what we should get. With the City of Pella, they go in to Mahaska County and now Mahaska County has went with a system and they had a consultant come in and told them they needed to go with the SARA system because it was going to be way less then the State system. Anderson advised he has two things to add to this quickly, number one he wants to make them aware of something that has just happened in the last month and it's an embarrassing situation he hopes we can avoid. He advised Page County Iowa chose the State system without the use of a consultant. Motorola and the State built the system and turned it on and less then one month after turning it on they have now had to go back and ask for more money because the Shenandoah Police Station doesn't have coverage. They got in to a tiff with Motorola and the State about the State sending them coverage maps on the flash drive and the EMA told them to put the flash drive in a computer and zoom in to the City of Shenandoah and you will see a little white dot representing no coverage. If you overlay it on a map it is the Shenandoah Police Department and you would think the State trying to sell the State system would have made sure that didn't happen, so now they are fighting and they are going to have to build out a booster or another site to make that work, so that is just an FYI and he hopes we can avoid that. Anderson advised he has a concern with two RFP's running parallel to one another but thinks his concerns could be addressed if the RFP's go out at the same time to the vendors and come back and are opened at the same time. Specifically if you think about the RFP they are mulling out over here is the whole county, the RFP Pella is going to consider is the City of Pella, but that is a piece of theirs. Ramey makes a suggestions and that is the concern he has and that Pella is moving forward with theirs. Bokinsky advised they have approval. Ramey's suggestions is to wait until Pella's is done, because they don't want them running at the same time. Ramey advised based on what they had decided before just put a deadline on the State. Van Gorkom advised he knows they set a deadline. Ramey advised go back to the deadline and once that deadline passes revisit this issue at the next meeting and then probably pursue that same process as Pella is doing, but he would not submit them separately. Ramey asked if they were going with a consultant. Anderson advised it's too early for that. Ramey advised see what Pella comes back with and at least you get an idea of what the counties might look like. Anderson advised there has already been concern addressed to him by one of the potential vendors that once one of those comes back that is a piece of the other competitive building on the second one could be challenged, because pieces of it are now public knowledge. Ramey asked him to clarify that. Anderson advised competitive bidding would be challenged because pieces of the puzzle because vendors would already have pricing out there for part of that. Ramey advised it would be a unique situation because we'd be talking about the rest of the county. Ramey advised he'd rather know what his pricing is going to be locally and if Pella is going to march ahead let them be the lead dog. It's great if they want to do it and because they are a separate entity they can do it, but you have a deadline that you have already established. It was advised the deadline was last July 1st and we gave them their six months and an additional eight months. Mrstik advised his concern is that when Chief was talking about a two-year time-frame and we have to wait for their RFP to get back and pricing, then we are going to be a year behind. Bokinsky advised it was advised on their capital budget, year one was money for a consultant and year two was implementation. Ramey asked when their RFP goes out and Bokinsky advised it hasn't been written yet. Anderson asked if it would be a fair statement to say the RFP for the

Board is closer to being ready to be sent out than the RFP for the City of Pella. Bokinsky confirmed that is true. Bokinsky advised they are building the county one to go out July 1st. The State didn't begin propagation testing before July 1st and what that the system is up, it's built and running and now they have to through and validate the 95% coverage going a half mile connectivity points throughout the entire state, county by county. Bokinsky asked if they know if they have done Marion County yet. Dykstra stated she doesn't believe so. Bokinsky advised the Sheriff actually put us off as the Board was looking at April or May and he advised we needed to let the State test, so that was reasonable. Ramey asked if there is any view as to when the State will test. Bokinsky advised they have begun testing, but they have to do the whole state. Ramey asked when the next meeting date is. Anderson advised they don't have a date set, but we have gone six to seven months from the last date. Ramey advised we don't go that long and we find out where the State is on testing and press them on that date. Van Gorkom advised it wasn't discussed with the State themselves, it was discussed with Jason to give them until July 1, but it's now July 1 plus seven months. Bokinsky advised the State does update with Motorola monthly at the State 911 meetings, he just doesn't know how far they have progressed. Van Gorkom advised it just puts Marion County further back. Anderson stated he thinks we are mistaken to get hung up on the States acceptance testing on their system because their standard is 95% mobile coverage. So that is what they are going to do acceptance testing on with a mobile radio, but the Board has said in a past that they are not interested in that, if we build a system that works for our portables it's going to work for the bigger truck radios, so that is kind of a waste of time and focus to worry about the State's acceptance testing. Van Gorkom stated because their acceptance testing is on mobiles and not portables. With all of the fire departments in the county we rely heavily on that radio that is setting right there, so when the State is saying they will guarantee us 95% with a mobile, but they aren't telling us what they are going to do with a portable. He advised then you have to start buying repeaters to put in every mobile truck. Price advised if they have to run back to the fire truck to call for help that is unacceptable. Ramey asked if there is any concern and advised he's not an expert on the State, but is there any concern on a State mandate that says this is our system and no matter what you've done to go out there and do these others versions you're going to have to end up adopting that State standard, is there any concern about spending money. Dykstra advised she doesn't think the State would do that just because of a cost, if they are going to mandate something like that they are going to have to come up with the funding for that. Bokinsky advised they think they are probably beyond it because they put it out there and they have already declared for a couple years now, here's the standard you find a way to meet it. He advised people in these communities and counties have committed probably hundreds of millions of dollars building out these systems now and if they pulled the plug on that, he doesn't think they would do that. Van Gorkom advised he's been following the Mahaska County thing because it's been in the paper, it's been here, it's been there and even the Supervisors went out and got their own consultant. Their consultant came back with the same thing the 911 consultant did and said the State is too high priced and look what you can get. Van Gorkom advised it was a tremendous amount of money difference. Anderson asked if our RFP could be ready to go out in 30 days, 60 days, 90 days. Anderson stated he realizes he's applying pressure, but lets cut to the chase. Bokinsky advised 30 days, but 60-90 days is reasonable. He advised it's an RFP it's just getting the language right and making sure the technical aspects are covered. Anderson asked if they would like to set a goal to have a meeting in 60 days to go over a final draft of an RFP, but he stated if that is too much pressure he is facilitating a conversation. Price advised for a simple guy like him to keep up with

what's going on, they'd have to meet every other week. There was a motion by Ramey, seconded by Loonan to establish a goal of having a meeting in approximately 60 days at which point the primary purpose of the meeting would be to review the RPF document and hopefully will have some sort of an update on the shared services. All members were in favor. The motion carried.

13. *Establish next meeting date:* The next meeting date will be scheduled within 60 days and the date sent out.
14. *Adjourn meeting:* Price spoke for a few minutes on how far the Board has come in the last 40 years and stated they should pat themselves on the back. There was a motion by Price and a second by Fisher to adjourn the meeting. All were in favor and the motion carried.

Respectively submitted

Kim Pettyjohn