

**Cedar County Joint 911 Service Board**  
**1410 Cedar Street**  
**Tipton, IA 52772**  
**(563)886-3355**

The regular quarterly meeting of the Cedar County Joint 911 Service Board was held on January 11, 2024, both in-person and by online forum with the call originating from the Cedar County EMA Administrative Offices at 1410 Cedar Street, Tipton, IA 52772. Those attending in-person included: Warren Wethington, Cedar County Sheriff; Joe Sparks, Mayor of Bennett; Tammi Goerdts, Mayor of Tipton; Todd Sawyer, Mayor of Stanwood; Roger Laughlin, Mayor of West Branch; Kevin Stoolman, West Branch Fire Chief; Adam Paidair, Mechanicsville Fire Chief; Jared Semsch, Durant Fire Chief; Dan Sterner, Durant City Council Member; Jodi Freet, Director Cedar County EMA/911; Mindy Beekman, Office Coordinator Cedar County EMA; Sue Hall, Press. Attending virtually were Tara Pollock, RACOM; Glen Reynolds, RACOM.

Chairman Wethington called the meeting to order at 6:32pm.

Laughlin made a motion to approve the agenda; seconded by Sterner. Motion carried.

Chairman Wethington asked for the election of Chair/Vice Chair for 2024. Sparks made a motion for Wethington to remain Chair and Jon Bell to remain Vice Chair for 2024; seconded by Laughlin. Motion carried.

Sterner made a motion to approve the minutes from the October 5, 2023 regular meeting; seconded by Sparks. Motion carried.

Chairman Wethington yielded the floor to Freet to discuss atypical expenditures and revenues from the previous quarter. Freet advised that there are several atypical expenses: In October, there was the 911 Management transfer of \$60,000, a VISA bill for chains and padlocks to be put on the new 911 tower sites of \$259.22, and NENA Dues of \$147.00. Atypical revenues included two-months' worth of interest at \$343.14. December Atypical expense included the dues for APCO of \$375.00.

Sparks made a motion to approve expenditures; seconded by Sawyer. Motion carried.

Chairman Wethington yielded the floor to Director Freet for discussion of old business.

- Freet advised that per the contract with Graybill there needs to be two things that happen in order to end the contract: there needs to be beneficial use of a new system and also final acceptance completion in order to cancel existing contract. More information to come from Reynolds/RACOM
- The 911 service plan update needs to be rewritten but will remain on hold.
- PSAP data collection report has been completed and submitted to HSEMD.
- Service board membership report has been updated and submitted to HSEMD.

- Freet advised that GIS Funding must meet all monthly benchmarks to obtain \$1000/month in funding. Targets have been hit every month and continued to receive the funding.

#### Radio Network Updates

- Freet advised that the new radio system is online and that the radios seem to be functioning properly. Freet also advised that the pagers are still having issues for several departments.
- Freet advised that decommissioning of the Graybill system equipment will be happening in the spring.
- Reynolds/RACOM advised that the punch list for the final acceptance testing will be prioritized due to the requirements to cancel the Graybill contract. Pagers have been reprioritized as they are not part of the final acceptance testing process. The goal is to finish the final acceptance testing before the end of the month. Wethington advised that there is miscommunication that has been addressed in an earlier meeting. Stoolman advised that the project with Muscatine County has not begun and there should not be an issue with fleet mapping. Reynolds advised that he would contact Dustin and make sure that MUSCOM and Scott County are ready to be programmed. Semsch advised that Motorolas need to be programmed with a dongle. Reynolds advised that after speaking with Dustin he will be calling Chief Semsch with a time frame on programming.
- Radio Governance Board bylaws were distributed in the changed form as approved by the county attorney. Motion for adoption made by Sparks; seconded by Laughlin. Motion carried.
- Freet advised that there are policies in place that if departments make changes to the fleet mapping, they should forward those changes to Freet, who will communicate the changes to RACOM.

#### New Business

- There have been 13 addresses assigned year to date in Cedar County. 2 have been assigned since last meeting.
- Freet advised that Prison Industries is no longer making the sign blanks for 911 addresses. Moore's Welding has been contacted for a quotation for the aluminum blanks with holes drilled. Freet asked for consensus for quote. The Board has recommended that there should be a quote for double the amount.
- Policy reminder – All updates to change in personnel need to come from the mayor
- Date change requested for July and October meetings. Dates changed to July 18<sup>th</sup> and October 3<sup>rd</sup> with agreement of the Board.
- Proposed Budget for 2024/2025 year will be at a 20% reduction in cost due to removal of future Graybill expenditure. Freet discussed line items in proposed budget.
- Budget hearing to be held February 20, 2024 at 8:15am. Motion by Laughlin to set budget hearing date; seconded by Sparks. Motion carried.

Dispatch

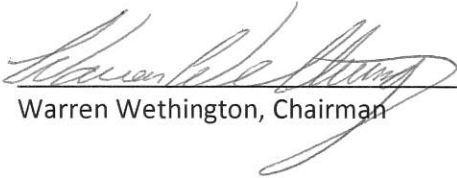
- Stoolman asked to see if there is a way to patch in the radio system. Freet advised that there is a tool at dispatch that would be point to point. Stoolman advised that there is the information programed in. Reynolds will email with Stoolman direct.
- Stoolman advised that dispatch did good in the snow storm.
- Wethington advised that there is a new dispatcher starting soon to bring the total to 6.
- Semsch advised difficulties with one pager.

No trainings scheduled at this time.

The next regular meeting will be held on April 11, 2024 at 6:30 pm at 1410 Cedar Street, Tipton.

Motion made by Sparks, seconded by Sterner to adjourn. Motion carried. Meeting adjourned at 7:26 pm.

Minutes Approved 04/11/2024



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Warren Wethington, Chairman



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Jodi Freet, 911 Coordinator