

Clayton County 911 Service Board

Minutes

November 23, 2021

Call Meeting to Order

Meeting was called to order at 1800 by Chair Fred Schaub.

Members Present

Fred Schaub (Chair, Guttenberg), Samantha Rumph (911 Coordinator), Ken Hoeger (Elkader), Sheriff Mike Tschirgi (CCSO), Chris Scott (Jail Admin CCSO), Marcus Kahrs (St. Olaf), Nioka Schroeder (Garber), Darren Nading (Volga), Rex Meyer (Colesburg), Travis Torkelson (Farmersburg), Dean Courtnage (Strawberry Point), Sharon Keehner (Supervisor), Robert Millin (Mar Mac Police Chief), Jerry Schroeder (Luana), Tom Sauer (MarMac), & Sarah Moser (EMA).

Approval of Agenda

Motion made by Sarah. Second by Ken.

Minutes of Previous Meeting

Meeting minutes from the previous meeting were sent out prior to the meeting for review. Approval of past minutes, motion made by Dean. Second by Nioka.

911 Updates

Samantha reviewed items she's been working on since taking over the 911 Coordinator position. Meeting minutes from 2020 & 2021 were gone through so updates could be given on past items that were to be addressed. Reviewed issues that are going on with equipment as well as vendors.

Secondary roads is making progress on 911 sign installation since taking over from Mitchell Construction. Edispatches interop streaming was fixed in November with the help of Joe Zittergruen and Iowa Technologies. A lot of organizing and cleaning up left to do (ex. 2600 unread emails when Samantha took over). Working on acquiring all documentation and contracts from current vendors. No database management in CAD has been done over the last several years. Updated service board on upcoming reports due (PSAP expenditure and budget). Samantha has also started attending all County Fire and EMS Association meetings.

Samantha explained the current state of the 911 phone system in dispatch, the out of date/not functioning equipment, and the lack of service/support Motorola is giving to correct any of the issues.

Current radio malfunctions were also discussed. In detail, the radio outages over Halloween weekend and the impact on law enforcement during that time due to a double pursuit. Also discussed the unacceptable manner in which the equipment problems were handled that weekend by Comelec. A new procedure has been implemented moving forward for service requests. Also discussed lack of communication with Comelec and the need to look at the current maintenance contract.

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MCM Consulting

Samantha reached out to MCM to get more information about their services. Explained all parts of the needs assessment/strategic plan, which is the first step after deciding to hire them. It was discussed we cannot proceed with looking at a radio system without a consulting company. Cedar County highly recommends MCM. Fayette County also hired them & MCM advised they may be able to save us some money in travel if they can work with all three of us. 2 week lead time to start the work and then approximately 6 months to complete the needs assessment. Cost \$45,000.

Motion made by Dean to hire MCM. Second by Darren. Motion carried unanimously.

Building Repairs

Samantha reviewed repairs that are needed at both the Pike's Peak tower building and the building on Acre Street in Guttenberg that houses paging equipment for Guttenberg Ambulance and Fire Department. In past meetings in both 2020 and 2021 it was approved to have repairs done to the Pike's Peak building. A contractor was never hired to complete the work. New quotes were obtained from Ryan Bacon to complete the work.

Cost of repairs to the Pike's Peak building, \$5,300. Pending no unforeseen damage is found. Cost of repairs to the Guttenberg building, \$5,600. Pending no unforeseen damage is found.

Motion made by Ken to proceed with repairs for the Pike's Peak building. Second by Marcus. Motion carried unanimously.

It was decided to wait on repairs to the Guttenberg building. The city currently owns it. Waiting to hear back from County Attorney Zach Herman on an easement for the property. He is working with Guttenberg's attorney Mike Shuester on it. Samantha went to the Guttenberg City Council meeting November 8th. The city was not in favor for paying for the repairs, but agreed to an easement allowing the building to be maintained by 911 while they retain ownership of the land. 911 Board members would also like to speak with the council again and see if they would be willing to pay for half the costs. Suggested Joe Zittergruen, Derek Chambers, and Larry Crubaugh attend a city council meeting and assist in explaining the benefit to the city. Samantha will reach out to them.

Zetron Phone System

Due to issues discussed regarding the Motorola 911 phone system, Samantha reached out to Zetron to explore shared services through the state's program. A major benefit to switching to this phone system is redundancy in case of an outage and having technicians nearby (Racom has a total of 14 shops in Iowa including Dubuque, Decorah, and Waterloo).

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Total cost to switch phone systems and upgrade the equipment is \$37,975.86 and would come out of the 2022-2023 budget. Tentative install December 2022. Motion made by Dean. Second by Sarah. Motion carried unanimously.

Open Session/New Business

Chris Scott advised the sheriff's office is no longer receiving the list of names/addresses of COVID positive patients in the county to put the alerts on residences for emergency services response. All responders should take proper precautions on every call.

Sharon advised its very important to get tested if you aren't feeling well and spread the word about going and getting checked. Guttenberg hospital is doing the antibody treatments and its helping sick patients immensely.

Meeting Schedule Discussion for 2022

Samantha would like to have meetings every other month instead of quarterly until some current issues get sorted out and while these larger projects are getting started. Meetings will be on the 4th Tuesday of the month at 6pm every other month. Next meeting January 25th.

Motion to adjourn by Sarah, second by Ken, motion carried unanimously.

Meeting adjourned at 1922.