

Clayton County 911 Service Board

Minutes

May 18th, 2023

Call Meeting to Order

Meeting was held virtually via Microsoft Teams. Meeting called to order at 1701 hrs by Chair Joe Zittergruen.

Members Present

Samantha Rumph (911 Coordinator), Nioka Schroeder (Garber), Darren Nading (Volga), Ken Hoeger (Elkader), Marcus Kahrs (St. Olaf), Sarah Moser (EMA), Joe Zittergruen (Guttenberg), Andy Fensterman (Colesburg), & Dean Courtnage (Strawberry Point).

Guest: Jeff Steiert MCM Consulting.

Approval of Agenda

Motion made by Ken. Second by Darren. Motion carried unanimously.

Approval of Past Meeting Minutes

Motion made by Ken. Second by Darren. Motion carried unanimously.

911 Updates

Sam asked if there were any questions regarding any of the update emails sent from February 9th to now. No questions from any present members.

Radio Project Discussion

Jeff from MCM gave a high level overview of the current status of the radio upgrade project. The project is on schedule at this time. The US Cellular site colocation is in the final stages of determining the lease amount. The Guttenberg water tower structural analysis is estimated to be back from Edge Consulting June 6th. The greenfield McGregor proposed site at Determination Park is being reevaluated due to lack of support from the city/residents. Other sites are being looked at and an FAA aeronautical study has been submitted, waiting for the results. Sam has gathered documents needs for structural analysis to take place at all other paging sites & is waiting for some manufacturers to provide drawings.

Marcus suggested a subcommittee for radio allocation be formed to determine how the radios purchased under the county's bond will be distributed among Clayton County Fire and EMS departments. Sarah suggested there should be two representatives from fire, two from EMS, and one other to keep even representation. Names were drawn from a hat from all those who volunteered. Members of the radio allocation committee: Nioka, Ken, Marcus, Darren, and Sarah. Sam will assist with providing information and documenting decisions from the meeting, but will not have a vote on the committee.

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Sam suggested a fleet mapping subcommittee be formed for the DDR process of the radio project to assist with how the talk groups need to be set up. Sam also suggested Chris Scott and Dylan Rumph be the representatives for law enforcement on this committee as Chris will know how dispatch functions and their needs and Dylan currently handles all this type of work with Comelec. Sam will get permission from Mike as neither Chris or Dylan are on the 911 Board. Members of the fleet mapping subcommittee: Sam, Joe, Dean, Nioka, Ken, Chris Scott, and Dylan Rumph.

Zetron Phone – Admin/TDD Lines

Sam advised the dispatchers are currently unable to do their state mandated TDD testing from the Zetron phone as it requires outbound admin lines to be connected to it.

As a recap, The Sheriff's Office informed the 911 Board at the 911 Board meeting September 1, 2022 they will be undoing the integration as the admin side of the building is not satisfied with how its functioning for them. At that time, BOS representative Sharon Keehner advised the county is looking at upgrading/updating the admin phone system for the county buildings and this may be an opportunity to get new technology into the sheriff's office. 911 Board and sheriff's office agreed they would pursue integrating the 911 and admin phone systems again when an admin phone system is in that works well with the Zetron and the sheriff's office would be interested in/open to being part of this county phone system upgrade to make that happen.

As of the date of this meeting, no steps had been taken towards the sheriff's office joining the county's implementation of a new admin phone system, which brings up having to find an alternative route to getting the capability for TDD testing to the dispatchers. Sam met with Zetron, Alpine, and RACOM on the topic. New admin phone lines need to be ran to the Sheriff's Office then connected to the Zetron phones. Sam priced out three lines since there are three consoles in dispatch. These lines will not be connected in any way to the Sheriff's Office current admin phone system and will not be utilized for inbound calls. The numbers assigned to the lines will not be shared with the public and the lines will not be utilized for anything other than TDD testing/calls and can be used for automatic call back of 911 calls that come into dispatch. The cost is approximately \$150 per month to Alpine for the lines and \$1,362.71 for the work to be redone. Plus \$1,800 per year for FXO maintenance. Totaling \$10,362.71 for the change order/FXO maintenance over 5 years & Alpine's one time install fee. Darren made a motion to add the three admin lines to the Zetron phones. Second by Dean. Motion carried unanimously.

Open Session/New Business

Discussion/questions regarding what equipment will be provided to departments and if any pagers are included. Sam explained no pagers were allocated in the county bond, only a set number of radios. Sam sent out a pager quote to all crew chiefs in the county, if departments

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want to order any pagers they can on the contracted pricing. Warranty on that equipment starts as soon as it goes into use, not when the new system is completed. Minotaur 4 or new pagers will work on the new system and need to be reprogrammed. Old radios would work for paging also and be receive only. Joe and Preston have the capability to reprogram Motorola pagers that are currently in use when the new system goes live.

Additional funding opportunities for more portable radios/pagers and other equipment departments are not being provided were discussed including; DNR Grant, USDA Grant (MCM will help write), Upper Iowa Gaming Corporation Grant, and Sam applied for a Federal Grant already, but hasn't heard back if its been awarded.

Motion to adjourn by Marcus, second by Sarah. Motion carried unanimously.

Meeting adjourned at 1822.