

Clayton County 911 Service Board

Minutes

August 17th, 2023

Call Meeting to Order

Meeting called to order at 1800 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), Doug Reimer (Board of Supervisors), & Bill Rademacher (Garnavillo).

Guests: Jeff Steiert MCM Consulting, Jeremy Schmelzer, James Parish, and Robert Millin.

Approval of Agenda

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

Approval of Past Meeting Minutes

Motion made by Sarah. Second by Nioka. Motion carried unanimously.

911 Updates

Sam asked if there were any questions regarding any of the update emails sent from May 18th to now. No questions from any present members.

Additional updates; 911 address permitting is fully live online now. County roads is working on installing five 911 address signs for the 911 Board. Three admin phone lines have been ran to and installed for the Zetron phones as of June. They are used for outbound redial of 911 calls and state mandated TDD testing only. Chris Scott has been in contact with Palmer Electric about the generator/UPS recommendation Eaton made in their PM check report, but nothing has been completed at this time. Sam received the bill from Alpine for rent on the McGregor Heights tower. The 21% rent rate increase was not on it, so rent for this year is staying the same at \$1,172. Assuming the city of McGregor did not get an updated lease agreement to Alpine for rent increase.

Radio Project Discussion

Jeff from MCM gave a high level overview of the current status of the radio upgrade project. The US Cellular site is close to being wrapped up; finishing final configurations for whether or not we can share a generator, the increased load when we lower the shelter temperature for the equipment, and then the final rent amount. The Guttenberg water tower requires modifications to both the rail system and the anchor bolts at the base. Modifications estimates are between \$86,000 and \$101,000. A little over \$60,000 was built into the RACOM contract already for modifications. Draft construction drawings are estimated to be back from Edge the week of August 21st. The greenfield site at Determination Park McGregor was officially voted down 3 to 2 by McGregor city council at the end of June. Other sites are being looked at and an FAA aeronautical study has been submitted,

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waiting for the results. The site proposed for the FAA study requires increasing the tower height 75 feet and adding a jump point between the site and Guttenberg water tower to make the connection. RACOM has also come back with a 5 site design which would utilize existing towers instead of any new construction. The 5 site design would include USCC Elkader and Guttenberg water tower as planned, in addition NEIT tower in St. Mary's cemetery McGregor, the Monona water tower, and the Dairyland tower across from Pike's Peak. This would also eliminate our current Pike's Peak tower needed for paging. RACOM advised they would have ballpark figures for a change order in two weeks and a final detailed list in three once the microwave path studies are complete and this is deemed a viable design. Once the final design is chosen, a final paging SA quote will be complete as currently we are waiting to see which sites can be removed from the list of sites that need SAs and which sites will be part of the paging design. MCM is reviewing coverage studies for the proposed paging site at Cassville to determine if its needed. Sam also met with the county engineer to review his options in reference to the radio project. No determination has been made by him at this time.

If fire or EMS departments receive a new vehicle prior to the cutover, the vehicle will be precabled for new equipment and swapped at the time of cutover to the new system. Contact Sam if this need arises.

Discussed adding encryption to the fire mobiles. If law enforcement decides to use an encrypted channel only, fire would need this option added to their mobiles at \$495 per radio. If law enforcement intends to only use an encrypted channel for special circumstances (ex. Search warrants etc.) and will run day to day operations on an unencrypted channel, fire would not need to add this. Sam will meet with law enforcement chiefs and discuss further.

911 board members requested to have MCM & RACOM present when the design change order is reviewed for approval.

Doug requested Sam follow up with MCM to find out who is liable for water tower modifications should something happen to the water tower later (damage from equipment on it for example). And also requested Sam present this information to the board of supervisors at next weeks' meeting.

Radio Allocation Subcommittee Proposal

Allocation Sub Committee Members Marcus, Ken, Darren, Nioka, and Sarah met several times and came up with a proposal. Sam assisted with math and note taking on the committee. Proposal was sent out in advance to all board members and given again at the meeting. There is potentially additional money to be spent on subscriber units, this proposal is currently what the subcommittee knows can be done for each department as a guarantee. Additions may or may not be made in the future and if needed the committee will meet again. Dean made a motion to approve the proposal. Seconded by Bill. Motion carried unanimously.

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Sam will send out final allocation with cost of equipment to EMS directors, fire chiefs, and law enforcement departments.

Open Session/New Business

Shieldware program speed has been an issue for several months. Sam has contacted Shieldware and facilitated conversations between them and the county IT department to find a solution. The new cameras at the sheriff's office seem to be causing the decline in speed Shield operates at. Sam is also going to be meeting with IT and Chris Scott to look at doing a dispatch console overhaul (rerunning wiring/organizing, new monitors, new computers if necessary, and making room for new programs like IAR).

All department rosters have been uploaded to IAR except Elkader fire as Sam has not received theirs yet. Sam is still working on the audio issue for Luana fire and McGregor fire. Dan from IAR will be setting up another training and Sam will put that out once its scheduled. The 911 board will no longer be funding the Edispatches contract as of October 1st, 2023.

A new school mapping feature will be integrated into our Geocomm 911 map once the state team and Geocomm finish the mapping of each school. This also ties into RapidSOS location services. RapidSOS analytics report came back for July and usage was 0% for our dispatch with 274 incidents that had additional mapping, health, or other data available. Sam will be receiving access to the training dashboard feature from RapidSOS and then will also give it to Chris Scott to keep track of dispatch's progress in completing requests to register their accounts and watch the training videos.

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

Meeting adjourned at 2000.