



Webster County
Telecommunications Center
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E911 Service Board Meeting

Thursday January 16th, 2020

Basement Classroom, Law Enforcement Center

The meeting of the Webster County E911 Service Board was called to order by Chairman McCormack and 7:29pm.

Roll Call was by sign in. Present: Badger- Teresa Larson-White, Clare-Denny Struhenberg, Fort Dodge- Roger Porter, Gowrie-Bruce McCormack, Lehigh-Doug Dellechiesa, Stratford-Mitch Peterson, Supervisor- Bob Thode, Vincent- Lyn Adson, WCSO-James Stubbs, EMA-Dylan Hagen. Absent: Barnum, Callender, Dayton, Duncombe, Farnhamville, Harcourt, and Moorland.

Approve Agenda. Motion by Denny Struhenberg, 2nd by Lyn Adson. All Ayes, Motion Carried.

Approve Minutes from November 21st, 2019 meeting. Motion by James Stubbs, 2nd by Bob Thode. All Ayes, Motion Carried.

Old Business

Coordinator Update. Brittni went over several things she has been working on lately including end of the year audits and PSAP Expenditure Report. Also advised that we were approved for the ICAP grant of up to \$1,000. This grant will be used to purchase headsets. Brittni is still working with IT on the server issue- we will most likely not be replacing the server, but upgrading it instead. Batteries also went out on the interface machine that houses that server, they were replaced by IT with no cost to E911. Advised the group that the state is migrating to a state operated ALI Database with COMTECH. Webster County will most likely not be effected by this change until August 2020 at the earliest. There will be additional training and information when we get closer to that date. Smart 911 was also addresses. Webster County has a low percentage of people signed up for Smart 911. Brittni will look into doing an article with The Messenger and some other ways to get more people signed up. Will address Smart 911 again after some of these things have been done. Finally, the board was reminded of the phone system coming to end-of-life within the next couple of years. The MIS data program will be at its end-of-life at the end of 2020, we will need to upgrade to the cloud based software, but costs should be minimal.

Fire Suppression System. It was discussed again that we need to add a fire suppression system to the back room in the basement for the radio equipment. IFC quoted E911 \$15,192.15. Motion to install the system by IFC out of FY20 budget by Lyn Adson, 2nd by Doug Dellacheisa. All ayes, motion Carried.

FY21 Budget Hearing. Budget hearing was opened by Chairman McCormack at 1940. There were no verbal or written questions, comments, or concerns by the board or public. Budget hearing was closed by Chairman McCormack at 1940.

FY21 Budget Approval. Dylan did advise that E911 will be taking over some of the equipment bill previously paid by Telecom since E911 will not be paying Telecom any longer. The new radio project including maintenance agreements and training are also new charges to this years budget. Motion by Bob Thode to approve the FY21 Budget, 2nd by Denny Struhenberg. All Ayes, Motion Carried.

Telecom/E911 Agreement. Dylan advised the board should consider at least re-writing the by-laws as there are several things stated in them that are no longer correct; including, the \$35,000 E911 will not be paying Telecom and that the coordinator is no longer an IXP employee. The Board will make contact with Ryan Kehm again to see how he advised to proceed with re-writing the document.

Election of chair and Vice Chair. Chairman McCormack opened up nominations for Chairman of E911. Roger Porter nominated Dylan Hagen, 2nd by Theresa Larson White. Bob Thode made a motion to close nominations. All ayes for Motion for Dylan Hagen to be chairman, Motion Carried. Chairman McCormack opened up nominations for Vice chair for E911. Bob Thode nominated Roger Porter, 2nd by Theresa Larson-White. Bob Thode made a motion to close nominations. All ayes for motion for Roger Porter to be Vice Chair.

Other. Dylan advised at the County fire Meeting Wednesday January 15th, 2020 they asked about the county voting system that was originally purchased with a grant. It was discussed that each town that housed the equipment was supposed to be insuring the equipment and that the only one insuring/maintaining the equipment currently is Barnum. Dylan talked to a few of the towns and the New-Coop in Vincent as Vincent has been having issues with their radios recently. New Co-op did not know about any equipment they had. Lyn Adson advised the first step should be to locate the equipment and see if it is working, or not. Denny Struhenberg advised he will call and see if anyone at New-Coop is aware of the equipment or if they can go check for it. Dylan advised he will contact Electronic Engineering to see if they can go inspect the equipment. It was discussed that E911 will pay the bill for Electronic Engineering to inspect the equipment.

Bruce McCormack asked about the sheds that still need to be fixed. The north tower shed is insured by E911 and needs to be fixed. Dylan advised he will get quotes and will work on getting someone to fix it first thing this spring.

Adjournment. Motion to adjourn by Lyn Adson, 2nd by Doug Dellacheisa. All Ayes, Motion Carried. Meeting adjourned 8:05 pm.

Webster County Emergency Management Commission
Thursday January 16th , 2020 6:30pm *MEETING MINUTES*
Basement Classroom, LAW ENFORCEMENT CENTER

Agenda: **MEETING CALLED TO ORDER AT 1840**

- 1) Roll Call – **BADGER, CLARE, FORT DODGE, GOWRIE, LEHIGH, VINCENT, SUPERVISOR, SHERIFF**
- 2) Approve Agenda – **MOTION-ADSON/ 2ND MCCORMACK**
- 3) Approve Minutes – **MOTION DELLACHIESA/ 2ND ADSON**
- 4) Old Business
 - a. Coordinator update – **COORDINATOR REPORT WAS GIVEN OUT AND PLACED IN 3 RING BINDER. EMA/911 MADE 3 RING BINDERS FOR EACH MEMBER, PROVIDED IOWA CODE/ADMIN CODE FOR EACH BOARD. ENCOURAGED TO KEEP BOOKS UPDATED SO IT CAN BE GIVEN TO NEW BOARD MEMBERS.**
 - b. Pipeline Donation- **DYLAN PROVIDED 3 QUOTES ON DRONES WITH THERMAL IMAGING CAMERA. ALEX AIR APPARATUS HAD LOW BID. MOTION BY MCCORMACK, 2ND BY THODE TO PURCHASE DRONE.**
 - c. Outdoor warning sirens – **DISCUSSION ON ALLOWING EMA TO BE A PASS-THRU FUNDING SOURCE FOR COMMUNITIES TO MAINTAIN THEIR SIRENS. WOULD ALLOW THE USE OF THE EMA LEVY. A BUDGET AMMENDMENT WILL BE NEEDED FOR FY21 TO ALLOW FOR THIS.**
- 5) New Business
 - a. Approve 2019 Hazard Mitigation Plan – **HMP WAS SENT OUT FOR REVIEW PRIOR TO MEETING, NO COMMENTS OR QUESTIONS. THIS IS A 5 YEAR PLAN. MOTION BY MCCORMACK, 2ND BY DELLACHIESA TO APPROVE PLAN.**
 - b. FY20 Budget Amendment Hearing – **CHAIR BEMRICH OPENED PUBLIC HEARING AT 1913. NO PUBLIC COMMENT. CLOSED AT 1913.**
 - c. FY20 Budget Amendment Approval – **MOTION BY ADSON, 2ND BY STUHRENBERG TO APROVE THE AMMENDMENT AS PUBLISHED.**
 - d. FY21 Budget Hearing – **CHAIR BEMRICH OPENED PUBLIC HEARING AT 1914. NO PUBLIC COMMENT. CLOSED AT 1915.**
 - e. FY21 Budget Approval – **MOTION BY MCCORMACK, 2ND BY DELLECHIESA TO APPROVE THE FY21 EMA BUDGET.**
 - f. Election of Chair & Vice Chair – **BEMRICH WAS NOMINATED BY MCCORMACK, 2ND BY DELLACHIESA AS CHAIR. STUBBS WAS NOMINATED BY ADSON, 2ND BY LARSON-WHITE FOR VICE CHAIR. MCCORMACK MOTIONED TO APPROVE BOTH CHAIR AND VICE CHAIR, 2ND BY DELLACHIESA.**
- 6) Other
- 7) Adjournment – **MOTION BY DELLACHIESA, 2ND BY STUHRENBERG. ADJOURNMENT 1928.**

Next Meeting April 16th, 2020 6:30pm

OPEN MEETING LAWS APPLY – POST ACCORDINGLY