

# JONES COUNTY 911 SERVICE BOARD

## MEETING MINUTES

January 4, 2024

### SERVICE BOARD MEMBERS

**Bold lettering** indicates those in attendance at this meeting.

#### Voting Membership

<b>Denny Coon</b>	<b>Oxford Junction</b>	<b>Jeff Swisher</b>	<b>Board of Supervisors</b>
<b>William Roller</b>	<b>Morley</b>	<b>Roxanne Tapken</b>	<b>Martelle</b>
Vacant	Olin Fire District	Vacant	Anamosa
<b>Joe Bayne</b>	<b>Monticello</b>		
Jacob Koch	Mechanicsville	<b>Brenda Leonard</b>	<b>Jones County EMA</b>
<b>Bert Kraai</b>	<b>Cascade</b>	Greg Graver	Jones County Sheriff
<b>Jean McPherson</b>	<b>Olin (Ambulance)</b>	Brandon Siggins	Lisbon

#### Non-Voting Membership

<b>Brandon Kent</b>	<b>Anamosa Area Amb.</b>	Jake Lindauer	Lisbon/Mt Vernon Amb.
<b>John Vacek</b>	<b>Wyoming Fire Co.</b>	<b>Russ Benke</b>	<b>Midland Ambulance</b>

#### VISTORS in Attendance:

**Terry Harris – RC Systems, Travis Mageman – OJ Fire, Wayne Peach – Monticello Mayor, Steven Knepper – Cascade, Stephanie Wallace – Dispatch Supervisor, Tara Polek – RaCom, Josh Brenneman – Monticello Council, 911 Coordinator**

**Gary Schwab - Jones County 911 Coordinator**

Chair Denny Coon called the meeting of the 911 Service Board to order at 7:18 PM.

**Motioned by Tapken, 2<sup>nd</sup> by McPherson to approve the agenda. All Aye. Motion carried.**

#### **Past Minutes of December 7, 2023**

**Motioned by Roller, 2<sup>nd</sup> by Swisher to approve the minutes. All Aye. Motion carried.**

#### **Budget Report**

Schwab reported financials through the end of December Fiscal Year 24: Fund balance stands at \$483,722.65, Revenue stood at \$127,262.41, Expenses stood at \$105,877.34.

**Motioned by Swisher, 2<sup>nd</sup> by Tapken to approve the budget report as presented. All Aye. Motion carried.**

#### **Status of P25 Switchover for County EMS and Fire**

In general discussion the switchover went fairly well. There have been a few issues with pages. Some departments reported that they have only been receiving tones and no voice. There have been a few instances where the page has not come across at all. Terry Harris stated that one of reasons for the issue may be the number of channels being scanned may cause the initial page key to be missed by the radio as the time delay for the scanning radio to come back to the paging frequency is too long. So that is something to check. Terry HARRAS also stated that there could be a radio issue at the Amber tower. He is going to have the technicians check that the radios at the site are working properly. Brandon Kent with Anamosa Ambulance stated that they have not received any radio traffic. Tara Polek with RaCom was going to work with Anamosa Ambulance. Stephanie Wallace offered that Dispatch would be doing several radio checks over the following days until all issues get sorted out. Swisher and Bayne both stated that they could talk to each other (Anamosa to Monticello) on portables, which they have never been able to do before. Swisher also stated that he was working with RaCom to get the cell phone App BEYOND changed over to the P25 channels.

#### **FY25 Preliminary Budget Discussion**

Schwab presented worksheets for the 911 Service Board projected revenue and expense budgets. On the revenue side there is a chart showing the revenue trend over the last five years for wireline and wireless revenues. Of Most interest is the large drop in Wireline revenues over that period and the slow almost negligible growth of wireless revenue. The Wireless growth has not kept pace with the loss of the wireline. Thus, the projected revenue for FY25 is at \$233,300 down

\$4,000 from FY24. On the expense side. Costs are going up. Maintenance items are increasing eight to 10 percent. However, the biggest impact for FY25 will be the Shared Service refresh that will take place in the latter part of FY25. Initial estimates are at \$103,000 in capital expenditure. For a total projected FY25 expenditure budget of \$325,664. Schwab also informed the board that the state 911 office has been warning of funding issues. Currently there are 81 PSAPs on shared services with the state 911 board picking up the bulk of the expense. For our refresh alone the state cost is roughly three times what we will incur.

**Motioned by Swisher, 2<sup>nd</sup> by Bayne to accept the preliminary FY25 budget, but change the salary rate for the Addressing Coordinator from 4% to 7%. All Aye. Motion carried.**

#### **Motion to Hold in Reserve Unspent Funds for Radio System Upgrades**

Schwab requested the service board consider earmarking any unspent funds in the service board account for radio system upgrades

**Motioned by McPherson, 2<sup>nd</sup> by Leonard to earmark any unspent funds in the service board account for communication systems upgrades. All Aye. Motion carried.**

Set Public Hearing for FY25 Budget

**Motioned by Swisher, 2<sup>nd</sup> by Kraai to set the public hearing on the FY 25 budget for February 1<sup>st</sup>, 2024 in the Courthouse Community Room at 6:45PM or immediately after the EMA meeting. All Aye. Motion carried.**

#### **Other Items of Interest**

**Motioned by Swisher, 2<sup>nd</sup> by McPherson to adjourn the meeting at 8:12 PM. All Aye. Motion carried.**

Next Meeting if required – February 1, 2024

Recorded by:

Gary Schwab, Jones County 911 Coordinator