

**Story County E911 Service Board
Board Proceedings
February 13, 2009**

The E911 Service Board met on 2/13/2009 at 10:00 a.m. in the Sheriff's Conference Room at the Justice Center. Chuck Cychosz, Mark Farren and Jerry Stewart present with Paul Fitzgerald presiding.

Guests: Thomas Cahill, Cahill Law Offices; Doug Houghton, Ames Police Support Services; Matt Lettow, Story County Medical Center; Dina McKenna, Story County Sheriff's Office; Clint Petersen, Ames Fire Department; and Maile Timm, Story County Medical Center.

Approval of minutes from previous Board Meeting

Stewart moved; Cychosz seconded to approve the minutes of the meeting 12/18/2009. Motion carried unanimously.

E911 Service Board Membership Update

Fitzgerald provided a brief update on the status of the board membership. Attorney Cahill created an amendment to the original 28E Agreement. The purpose of the amendment is to allow additional members to the E911 Service Board. The document was presented at the Mayors Meeting on February 4th. Mayor Gearold Gull is spearheading the process to ascertain the appropriate signatures.

Emergency Notification System

Attorney Cahill stated the E911 Service Board had received the ruling from the State concerning the use of E911 surcharge to purchase emergency notification software. The ruling basically states the system can be purchased with landline surcharge funds if the software is used to notify emergency responders. The statute is over twenty years old and has not kept up with the technology. Cahill was under the impression that Homeland Security was going to seek the Attorney General's opinion. There wasn't a written opinion given. The statute only supports the allocation from landline funding. Cahill stated the system could be purchased if the expenditure was approved by the Service Board, the expenditure was part of the E911 service plan, and the notification system was utilized in a manner directly relating to providing 911 emergency telephone communication services. Cychosz clarified the limitations of the system. It could be used for police, fire and ems incidents but not for delay in garbage pickup or overdue library books. Farren moved to proceed with the purchase of Code Red; seconded by Cychosz. Motion carried unanimously. Fitzgerald questioned how other agencies within the county that have already purchased Code Red, will integrate. Houghton advised that Mary Greeley already has Code Red and they discussed the integration with Code Red. Fitzgerald instructed Hambly to place courtesy calls to Nevada's City Administrator and the CEO of Mary Greeley. Also contact Code Red and start the process. McKenna also added that procedures will be written with the assistance of Attorney Cahill as previously stated.

Fire/EMS Funding Requests

Hambly stated Ames Fire Chief Clint Petersen made a request for funding during the previous meeting. Due to short notice the request had not been listed on the agenda so the Service Board could not legally take action. Chief Petersen was asked to return and make his presentation.

Chief Petersen stated due to the procedural mistake he was able to appear in front of the Service Board with more information and a reduction in the amount of the request. The initial request was for a 9 mobile data terminal. Ames Fire has been able to scale back the operation to a 4 terminal project. This will allow the front line apparatus mobile data terminals. The component that is most appropriate for E911 funding is the infrastructure. That basically is a SQL server, SQL software and licensing, Firehouse pre-plan software and multi-user licenses. The cost for that is \$11,320. The total project cost is \$51,000. We are requesting \$10,200 for the matching funds. The original request was \$17,000. Farren moved; Stewart seconded to approve the matching portion of the grant. Motion carried unanimously. Cychosz stated that it was a good opportunity to make mobile data terminals work and pave the way for other units in the future. Hambly asked when the funds would be needed. Petersen advised that it would probably be near the end of FY10.

Timm, Paramedic for Story County Hospital, stated she only recently become aware of a portable radios shortage during a tabletop exercise. The hospital only has 4 MTX 800 MHz radios. Currently the off-duty paramedics do not carry their radios. Timm submitted a letter requesting 8 additional radios. This would allow all 6 full time medics to carry a radio on their person. This will also allow the charge nurse a radio. The hospital had not been made aware of the E911 Funding Grant offered by the Board. Cychosz advised Timm of an incident involving off-duty use of a radio. The PSAP Administrators have had to review the policies involving the programming of radios, and their distribution. Fitzgerald stated there are two issues on the table. One issue is for the funding and the other is the use of radios. Fitzgerald stated the radio procedures will be reviewed by Cychosz, Stewart and Fitzgerald. Cychosz questioned if a decision could be made on equipment that could essentially be replaced in the near future. Farren stated that leasing radio equipment would be a more pliable option. Fitzgerald asked Timm if she could contact EE and get leasing information for different radios and then report back to the 911 Service Board. Fitzgerald stated the original intent of the grant was to make a good faith effort to get funding out to Fire and EMS agencies. The balance has gone from \$692,000 in 2008 to \$382,000 in 2010. \$228,000 was for mobile data that we have had to scale due to lack of funding. Stewart stated it wouldn't be a wise use of funds if the Board approved the purchase and in six months the radios were outdated. Timm advised that the request would be tabled until the next meeting.

Story County Radio Study

McKenna advised that Houghton and McKenna had been charged with putting together a task force to study the radio system. We have identified several entities and have an 18 member task force. That list could be e-mailed to each member but we have done further study and believe it would be in the Board's best interest to hire a consultant. The

consultant could help study this countywide and beyond to try and tie into the statewide plan. Houghton advised the radio purchase will probably be the largest expenditure this board will experience. Fitzgerald agreed the Board needs to look at the total picture and how Story County fits into the State's plan for interoperability. A consultant can give us the costs differences and make a recommendation. Cychosz stated the non-emergency radio users need to be involved. Fitzgerald agreed that hospital, public works, transportation, and utilities need to be included. Everyone with a radio will be affected. Houghton advised that Iowa City and Johnson County just went through a similar process. Cychosz suggested that someone research the steps other agencies have tried and pool the documents. The Board can have a proposal for a committee structure, an RFP process and a consultant. Fitzgerald proposed that McKenna and Houghton start looking at other agencies and they can present their findings and suggestions at the next meeting so the Board can formalize a plan; seconded by Cychosz, motion carried. Houghton advised there is a time line set by the grant. Radio equipment need to be purchased by September 2010. Fitzgerald advised the time constraints may require multiple 911 meetings. McKenna advised the State Interoperability plan should be announced by this fall.

Finalize 2010 E911 Budget

Fitzgerald asked if anyone had questions or concerns for the budget as presented. Stewart moved; Cychosz seconded to approve the Proposed 2010 Budget and proceed to Public Hearing. Motion carried unanimously. Fitzgerald advised the Public Hearing is March 12, 2009 at 6:00 P.M. in the Squad Room of the Story County Justice Center.

Old Business

None

New Business

None

Comments from the Public

None

Comments from E911 Service Board

Stewart questioned how many members would be on the expanded board. Fitzgerald advised that the amendment states fourteen. Discussion followed on possible ways of transitioning into a larger board. Members may need to have some background or training on the issues before this Service Board.

Stewart reported a recent incident involving mandatory training that was cancelled at the last minute due to the fact that the training was in Hawaii. What position is the Service Board going to take on training? Fitzgerald responded that training is a very important part of our jobs and we don't pick the conference location. The seminars and conferences are attended by persons from all over the United States and sometimes the world. Each person comes back with knowledge that each and everyone will utilize in their profession. Cychosz agreed and most training opportunities are in the larger cities where

the hotels and conference centers can adequately accommodate large gatherings. The training shouldn't be scrutinized because it is in Las Vegas or Hawaii. Each agency will have to look at each request as to what the training will accomplish.

Stewart moved; Cychosz seconded to adjourn. Motion carried unanimously.