

**Story County E911 Service Board
Board Proceedings
July 7, 2009**

The E911 Service Board met on 7/7/2009 at 1:00 p.m. in the Sheriff's Squad Room at the Story County Justice Center. Chuck Cychosz, Mark Farren and Jerry Stewart present, with Paul Fitzgerald presiding.

Guests: Shawn Bayouth, Ames Fire Department; Thomas Cahill, Cahill Law Offices; Marie Carlson, Iowa State University Department of Public Safety; Wayne Clinton, Story County Board of Supervisors; Scott DeYoung, City of Cambridge; Gearold Gull, City of Nevada; Jane Halliburton, Emergency Management Commission; Doug Houghton, Ames Police Support Services; Dina McKenna, Story County Sheriff's Office; Clint Petersen, Ames Fire Department; and Melissa Spencer, Story County Emergency Management.

Approval of minutes from previous Board Meeting

Cychosz moved; Farren seconded to approve the minutes of the meeting 4/2/2009. Motion carried unanimously.

Story County Ambulance Funding Request

Hambly advised Story County Ambulance was unable to attend the meeting so this issue will be tabled until next meeting.

E911 Service Board Membership

Fitzgerald provided a brief update on the response from the State Attorney General's Office concerning E911 Service Board membership. It is their opinion that Iowa State University may be entitled to voting membership rights however Story County Hospital and Mary Greeley Hospital do not qualify. Iowa Code 34A dictates that an E911 service board may be organized as an Iowa Code 28E Agency or established as a Joint E911 Service Board. Both options require by-laws. There are possible solutions.

The original 28E Agreement can be amended to add the fourteen entities, a new 28E Agreement can be drafted or follow 34A with a Joint E911 Service Board. Stewart questioned the ability to meet a quorum with 34A. Cahill advised the by-laws would dictate either with an executive board or a set number of entities needed in attendance. There are two ways this can be done. A temporary amendment to the original 28E Agreement can be written to add the interested entities and have the signatories sign off. A board then determines the by-laws and the operating procedure.

Stewart asked if there were any advantages of a 28E Agreement. Cahill advised that a 28E Agreement is more flexible. Fitzgerald stated by drafting a 28E Agreement all 22 eligible entities that sign will be agreeing to have the 10 or 11 listed entities represent them. Terms would be written into the agreement to allow amendments. Entities should be allowed on or off as they choose. Cahill stated 34A doesn't require an agreement. Every eligible entity is a member unless a waiver is signed. Stewart agreed that by

amending the original 28E Agreement would allow for the expanded membership and allows for thoughtful consideration by the entities. Hambly advised state proposed rule changes would require service boards to submit a listing of their members, the political subdivision they represent and if applicable the 28E Agreement. The waivers would need to be submitted at that time.

Fitzgerald asked if the mayors had any comments or concerns. Gull agreed with amending the 28E Agreement to put everyone on. The expanded board would then evaluate the options of 34A or 28E. DeYoung questioned who would designate the representative for the board. Cahill advised the entity would make the decision. Fitzgerald asked if everyone was in agreement to amend the present 28E Agreement to bring on the entities that wanted to participate. Cahill stated the hospitals would need to sign off as original signatories. Hambly stated Kelley and Gilbert are not eligible entities as they contract fire and 1st responders through Westory Fire Department and law enforcement with the Sheriff's Office. Hambly will coordinate with Cahill for the eligible entities.

Gull questioned Cahill as to the interpretation of Assistant Attorney General Oetker's memorandum. Oetker concluded Iowa State University "may" be entitled to voting membership. Cahill stated his interpretation is that Iowa State University may elect to be on, Ames may elect to be on, or Nevada may be, or elect not to be, on the board. Iowa State could waive their presence off the Service Board. Stewart stated the question to the Attorney General's office was whether Iowa State University qualified for voting membership and they responded yes.

Cychosz moved to have Cahill finalize the amendment to the original 28E Agreement, listing the entities that want membership and all entities will sign. Farren seconded. Motion carried.

Computer Aided Dispatch (CAD) Request For Proposal (RFP) Update

McKenna reported the CAD RFP was sent out last week. Story County, City of Ames and Iowa State University had worked jointly on this project for several months. Inclusive software is CAD, Records Management and Jail. The deadline is August 3rd. Fitzgerald explained the three Public Safety Answering Points (PSAPs) share the same software vender for CAD. Stewart advised the present CAD vender will not support the product after 2012.

Story County Radio Study Update

Houghton distributed a rough draft of the RFP for radio technology and systems consultant. The E911 Service Board was awarded a grant to be used to upgrade the radio communication systems at the 3 Story County PSAPs. A portion of that grant may be used to hire a consultant. The draft is to solicit proposals for professional assistance in potential options for technological advancements while maintaining or improving basic radio communications. Story County does not wish to lose the level of interoperability it has at present so legacy systems need to be considered.

Houghton advised the funding used for the consultant may result in the need to solicit funding from the user agencies at the time of purchase. Fitzgerald stated the board was aware of the need for a quality product and would rather add funding at the time of purchase than to revisit this issue again in 3-5 years. Stewart reiterated the need for a consultant was well taken. Cychosz advised the technological advances require the need for expert advice. Fitzgerald requested each member review the document and forward any changes or suggestions to Houghton.

Liability Insurance

Hambly advised she had received the renewal for liability coverage and the agent strongly suggested adding Wrongful Acts Officials Liability coverage. It would require an application but an estimated premium was \$250-\$300. Fitzgerald recommended Hambly submit the application and report back to the board the findings.

Hambly also advised Fitzgerald and Cychosz were the designated proxies with the Iowa Communities Assurance Pool (ICAP). Resolution #09-01 would continue that authorization. Stewart moved; Farren seconded to approve Resolution #09-01. Motion carried unanimously on a roll call vote.

Old Business

Houghton stated all the equipment has been purchased for the fiber and it is in the final testing phase. It should be operable before the end of August.

New Business

Hambly reported she and Houghton had attended a State E911 Meeting concerning the Enhance 911 Act of 2004. This is a \$40 million federal grant that will be distributed between the states for implementation and operation of Phase II enhanced 911 Service and for migration to an IP enabled network. Iowa is eligible to receive the minimum of \$668,000. Two requirements are the state has to have a designated State E911 Coordinator and the certification that no 911 funding had been diverted for purposes other than 911. A number of states cannot meet the requirements. Those funds would be re-allocated to the states that can. So the likelihood of Iowa receiving a much larger amount is highly possible. The one drawback is the fact that Iowa will need a 50% match of the funding. Those matching funds would be coming from the Wireless Carryover Fund. This is the funding source available to the PSAPs for network improvements. Story County intended to apply for \$50,000 per PSAP for the CAD. We received notification from the State E911 Program Manager the applications are temporarily suspended while it evaluates the federal grant process and implications. The State must submit their Federal Grant Application by August 4th. This is about the same time the State Inoperable Communications System Board will present their recommendations also. Both of these sources should give Story County some idea as to the direction the state is moving towards the future of 911 and communications.

Comments from the Public

None

Comments from E911 Service Board Members

None

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