

Story County 911 Service Board
August 9, 2017

The 911 Service Board met on 8/9/2017 at 6:30 p.m. in the Sheriff's Squad Room at the Story County Justice Center.

Brian Grove, Gilbert/Franklin Township; Dennis Clatt, City of Colo; Rob Bowers, Iowa State University; Marie Carlson, Iowa State University alternate; Chuck Cychosz, City of Ames; Doug Houghton, City of Ames alternate; Marty Chitty, Story County alternate; Ricardo Martinez, City of Nevada; Steven Kovarik, City of Cambridge alternate; Sally Larsen, City of Zearing alternate; Keith Morgan, Story County EMA; Mark Pote, City of Huxley; Amanda Roush, Story County 911 with Paul Fitzgerald, Story County Sheriff, presiding.

Guests: Dina McKenna, Story County Communications Commander; Kenneth Kling, Westory; Brandt Murry, Westory; Mike Bryant, Iowa 911 Council.

Sheriff Fitzgerald opened the meeting and started introductions around the room.

Fitzgerald moved to remove Board Bylaws from the agenda. MCU.

Clatt moved to approve the meeting minutes from May; Pote seconded the motion. MCU.

Communications Consultant

Fitzgerald shared that the Executive Board met and developed a recommendation for consultant to bring back to the Board.

McKenna summarized that when the Board met in May it was reported that eight proposals had been submitted and would be evaluated. From there, the eight were narrowed down to five companies to bring in for interview. The evaluation group consisted of representatives from the Story County Sheriff's Office, Ames Police, Iowa State DPS, Story County IT, Ames Fire, Story County BOS and Ames Assistant City Administrator. From the interviews the top two firms, Mission Critical Partners and TUSA, were selected for reference checks. On July 25th, the evaluation group made a recommendation to the Executive Board to move forward with Mission Critical Partners (MCP). McKenna explained that the handout shows the breakdown of interview scoring and lists highlights that came out of the reference checks for each firm.

McKenna mentioned that the Board put \$25,000 in the budget for this portion of the project and MCP cost is \$43,800. The Board must decide whether to accept to move forward.

Houghton added that MCP is the largest firm that was interviewed with the most depth and breadth.

Fitzgerald asked for any questions or comments from the Board.

Kovarik asked what is so much better about MCP that makes them more expensive. Houghton answered that it is hard to say, but he personally believes that other firms bid to the budget amount provided while MCP bid what they think Phase 1 will cost. MCP is the biggest firm and they bring the most, so they cost more. Houghton shared that MCP and their references did a good job of demonstrating that they save costs in their ability to negotiate with vendors.

Bowers added that MCP mentioned going through possibly up to five phases of best and final offers from the company who is chosen to build the system. Because MCP knows and works with so many difference companies, they are capable of getting prices down.

Fitzgerald referred back to an earlier project that involved choosing Zetron dispatch call taking equipment over the competitor, Viper, because Zetron offered to give the county equipment at no cost. The Board went ahead with Zetron and had issues for almost three years. With that experience, he feels that choosing a company for this project with known quality and muscle as opposed to lowest price is the best to be standing up for us.

Grove asked if we know what our overall budget will be for the entire project. Houghton answered that the consultant will be reaching these answers for us. The \$43,800 will cover Phase 1 of the project for needs analysis and system design.

Kling asked if the Board has the extra \$18,800 in the budget to cover the additional cost of MCP. Fitzgerald answered that there is a Reserved and an Undesignated Reserved line item in the budget that has the funds to cover the cost.

Roush reminded everyone that during budget discussion at the February meeting, the Board approved \$25,000 for consulting services with the understanding that there could be a need for a budget amendment at the end of the year to cover additional expense for this project.

Fitzgerald continued that recommendation from the Executive Board is to hire Mission Critical Partners as our consultant. Martinez moved to approve the recommendation and hire Mission Critical Partners; Larsen seconded the motion. MCU.

Houghton said that it would be helpful to mention that the next steps in this process will involve MCP coming to the county to do the needs analysis and conduct a series of meetings with the users and stakeholders. It is critical that all users of the radio and paging system participate to help show MCP what they need to do for us.

Fitzgerald stated that this is going to be an expensive process. Early on, the Board of Supervisors, the City of Ames and Iowa State University partners with “deeper pockets” were brought in to help the Board. Moving forward they will have a significant presence and we will depend on their support to augment Service Board funds to put into the project.

Martinez asked Fitzgerald if MCP gave any kind of timeframe on how long it will take to start and then come up with a recommendation report. Fitzgerald referred to McKenna who answered 60-90 days.

Morgan asked who will be the contract administrator and the point of contact. Houghton answered that Phase 1 is a Service Board project, which makes Amanda the point of contact, but the working group will act together and report back to the Board. Fitzgerald added that we are hiring a consultant who will have the knowledge and capability to manage and then communicate with the Board. He added that if we have success working with MCP that we will continue to use them as our ongoing consultant.

Paging System Update

Roush gave an update that FirstWireless quoted repairs to the paging system after coming on site and testing the equipment. On July 25th, the Executive Board approved the quotes for repairs at Zearing and in Nevada. The project manager at FirstWireless was able to coordinate the technicians and tower crew to be on site on August 16th and 17th to do the work. Roush has a call scheduled with a technician on Friday, August 11th to discuss a plan for the two days.

MAPSG Reimbursement

Annually the 911 Service Board is billed by MAPSG (Multi Agency Public Safety Group) for their portion of the hardware, licensing and maintenance costs of the Public Safety Network. Roush received the invoice too late in the fiscal year to claim it in FY17 as budgeted. The amount of \$34,565.35 has been paid out of FY18. The unspent money went back into the 911 fund and a budget amendment will have to be done at the end of the year to move the money out of that fund into the line item for FY18.

To prevent this from happening in the future and to solve this billing issue that also affects other agencies, Houghton has been working with the City of Ames financial department to change the billing cycle for MAPSG. The cycle will change to calendar year, billing in January for prior year costs.

Old Business

Roush advised that her longevity pay increase that was approved at the last meeting will not take effect. She will not be eligible for longevity benefits until she is in the 911 Database Coordinator position for five years.

New Business

None

Comments from Public

Mike Bryant, a representative for Iowa Professional Fire Fighters on the IA State 911 Council mentioned that there are a lot of things going on in the state related to FirstNet and LMR that will make for a busy year. He shared that his reason for coming to Story County Service Board meetings is to do his job on the state council by having a handle on what the local people need. Bryant said that he is happy to take comments or questions back to the state council. State council meetings are held on the 2nd Thursday of each month.

Comments from 911 Service Board Members

Cychosz commented that Ames Police had a serious round of radio interference on the primary ops channel that underscored how vulnerable the radio system is to all kind of interference. He wanted to reiterate his thanks to everyone who has worked to get the consultant on board to help get the county to public safety level radio.

Motion to adjourn by Pote, seconded by Morgan. MCU

Respectfully Submitted,
Amanda Roush, Secretary
Database Coordinator