

**Story County 911 Service Board
Meeting Minutes
November 13, 2019**

The 911 Service Board met on 11/13/2019 at 6:30 p.m. in the Sheriff's Squad Room at the Story County Justice Center.

Story County- Linda Murken, alternate

ISU- Not present

Ames- Chuck Cychosz; Doug Houghton, alternate

Cambridge- Not present

Collins- Not present

Colo- Dennis Clatt

Gilbert/Franklin- Brian Grove

Huxley- Gerry Stoll

Maxwell- Not present

McCallsburg- Chris Erickson

Nevada- Ric Martinez; Ray Reynolds, alternate

Roland- Not present

Slater- John Kahler; Chad Fleenor, alternate

Story City- Matt Sporleder

Westory- Kenny Kling; Brandt Murry, alternate

Zearing- Not present

Story County EMA- Keith Morgan

Secretary- Amanda Roush

Guests: Tom Hackett, Ames Fire

Cychosz opened the meeting at 6:35pm and began introductions.

Stoll made a motion to approve the meeting agenda. Morgan seconded. MCU

Kahler moved to approve the August minutes. Stoll seconded. MCU

Voting Membership- HF 516

At the August meeting, the Board was introduced to House File 516. The bill passed May 2, 2019, entitling the Sheriff/designee and the Chief of police/designee -of each city operating a PSAP- voting membership on the 911 Board.

Roush asked the Board to take action on the addition of two voting members. The City of Ames made the recommendation to put a Ames Fire representative on the Board. The Sheriff's Office made the recommendation to move forward with Sheriff Fitzgerald as the Story County representative and appoint Sheriff's Office Command Staff to represent the Sheriff's Office.

Kling made a motion to amend the Bylaws to add two new voting members in accordance with HF516. Second by Sporleder.

Martinez asked why the bill was put into effect, since the Sheriff is already voting on the Board. Roush explained that not all county Service Boards had the option to have their Sheriff on the Board, as there was only a voting position for the county as a whole. Story County has operated with our Sheriff as a voting member by appointment of the Board of Supervisors. Murken added that the Board of Supervisors will continue to appoint for the County and the Sheriff will continue to appoint for the Sheriff's Office.

Reynolds asked if quorum would be affected. Hackett answered that adding members who are already routinely involved will help in regard to quorum.

End of discussion on the motion. Motion by Kling carried unanimously.

Radio Project Update

Temporary system- The temporary system will be made up two existing towers that are owned by RACOM, a tower at Wallace Hall on the ISU campus and a site in Zearing.

- Wallace Hall site is mostly complete. FCC licensing has been acquired and preliminary testing is planned on Friday 11/22.
- The lease for the Zearing temporary site as approved- work will now begin. There will be a waiting period for FCC licensing which may cause a slight lag in the migration plan to the temporary system.

Permanent system-

- The permanent lease for StoryComm Wallace Hall Tower site will go before the Board of Regents in February.
- Lease for the StoryComm Justice Center Tower site was approved.
- The Cambridge/StoryComm South Tower site lease will be up for approval by the Collins-Maxwell School Board on Thursday 11/21.
- Lease is in place with a private landowner for the Zearing/StoryComm Northeast Tower site.
- A tower site near Gilbert, the last permanent tower to lock in, is still unsettled.

Old Business

Fleetmapping- The present focus for fleetmapping is on the temporary system. There are limits to what channels can be passed through the communications centers on the temporary system.

The Working Group has had initial fleetmap planning meetings with user groups. They will follow up with any users who did not participate in those meetings.

Several agencies have placed radio orders with RACOM. Orders must be in by December 2019 to take full advantage of the 3 annual payments and 0% financing option on that RACOM if offering on the contract.

New Business

StoryComm has set the subscriber fee for the new system at \$33.93 per radio, per month. Subscriber fees are assessed to cover the operating costs of StoryComm. Those operating costs include, but are not limited to, site lease prices, operation and infrastructure insurance, legal fees, accounting support, system maintenance (begins in year 3) and reserve and contingency funds. Subscriber fees will be effective July 2020.

For budget planning, StoryComm will strive to keep subscriber fees steady with no major fee swings. The Working group had to make assumptions on radio numbers and figures in order to develop the StoryComm budget into what it is now. The budget will get refined over the first couple of years.

Morgan asked who would be paying the subscriber fees on the banked radios that EMA will store. Houghton answered, there are other radios that fall into the same category. The fee model could be handled differently based on if the radios are programmed and held in reserve or left unprogrammed and stored. The Working Group has considered the issue but has not yet come with a recommendation.

To Morgan's question about depreciation, Houghton responded that StoryComm does not anticipate building a fund that would cover a full system replacement, but some reserve will be contributed to.

Hackett led discussion on the RACOM maintenance agreement.

Reynolds mentioned that his agency had some sticker shock over the subscriber fee figure. Cychosz added that StoryComm system operation will be solely funded by the agencies who are using it.

Cychosz shared that historically the 911 Board has covered 50% of tower fees/subscriber fees on radios for public safety. A suggestion moving forward is to try to see how close the Board can get to the 50%, maintaining a sustainable contribution. In addition, for the first few years, add an enhancement to assist with planning and budget assistance through the radio transition. Cychosz asked for any feedback on the suggestion.

Morgan's opinion is that sustainment of the core function is the most important. No system, no radio communication.

No pushback from the Board. Other feedback positive.

Grove referred to the \$200,000 for consoles in the FY20 budget assigned funds. Cychosz said that once we have a feel for final paging costs, we can better dial in on subscriber fee contribution and look at the reserves/assigned funds.

Fleenor asked if the 911 Board is helping with subscriber fees, would the Board give more to get a better paging system, digital over analog. Houghton responded that, first; the paging system is going to be better because it will work. Second, there were several initial meetings to determine what the new paging system should look like, and the conclusion was tone/voice, analog paging much like you have today. Digital did have some support, but not enough. The system must be one or the other it cannot be both. The issue of not being able to hear the pagers will be fixed. The paging system was designed with the same coverage standards as the radio system.

Comments from Public

None

Comments from 911 Service Board Members

Grove said that it would be nice to get mutual aid figured into the fleetmap. Hackett responded that the Working Group is focused in the county now, but we will include mutual aid frequencies. Outreach to agencies and written agreements will be needed for that process.

Cychosz advised that the StoryComm radio system is accessible to our Public Service partners. Please spread the word to help encourage public sector partners to consider joining the system.

Kling made a motion to adjourn at 7:25pm. Second by Clatt. MCU

Respectfully Submitted,
Amanda Roush, Secretary
Database Coordinator