



# TAMA COUNTY

## 911 Services Department

The Tama County E911 Service Board meeting was called to order at 7:00 PM October 13<sup>th</sup> 2015 by Chairman Boll (Toledo). Members present: Gordon Fassett (Clutier), Keith Sash (Gladbrook), Susan Eberhart (Montour), Sheriff Dennis Kucera, Mike Skopec (Traer), Carol Waltemate (Traer), Mindy Benson (EMA/911 Coordinator), Jeremy Cremeans (EMA/911 Assistant Coordinator), also present Mary Wankowicz, Dave Svoboda, Carri Holst, Glenn Throne, Dave Burger.

Motion by Sash, second by Skopec to approve agenda. All ayes. Motion carried.

Motion by Eberhart, second by Sash on approval of minutes from previous meeting. All ayes. Motion carried.

Motion by Sheriff Kucera, second by Skopec on approval of claims. All ayes. Motion carried.

Mindy advised the board that on July 10<sup>th</sup> 2015 the Vining tower sustained a lightning strike that damaged the microwave unit. Voice alarming unit that sends audio alerts to dispatch of a failure at the tower site. As well as Ethernet switch, an AC power unit and the Airmux-Outdoor unit. The total price for the repairs is \$7,917.35. This damage was claimed to our insurance, 911 was responsible for the deductible of \$1,000 which has already been submitted for payment. The board was also notified that while performing routine tower checks on October 9<sup>th</sup> 2015 the new microwave unit for the Vining tower had malfunctioned and was no longer functional. Radio Communications was notified and they currently have the unit, and we are awaiting a new replacement unit on warranty.

Mindy and Jeremy had presented the board members with two plans for this year's 911 Carry-over Grant through the state of Iowa. During the last meeting it was brought up as discussion by member Keith Sash that the City of Gladbrook would welcome the 911 radio to be moved to the new City of Gladbrook water tower and also have access to the cities generator. Mindy and Jeremy invited Dave Burger from Radio Communications to the meeting to address the quotes as well as any questions that the board may have in regards to what changes need to be done to the tower sites. Dave explained the quote regarding moving the Gladbrook equipment from the rural tower into the cities location, there would need to be additions to the cities tower that we are unsure if the city would allow us to make the changes; we would need to add cable management system from the tower down to a new outdoor rated equipment cabinet. As well as do several additions to the top of the tower to host our radio and paging equipment. Cost of moving and building out the Gladbrook site would be \$26,000.56. Other improvements that also need to occur to the tower sites of the Main Tower, Gladbrook, Traer, and

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Traer  
Vining  
Rural Tama County  
Surrounding  
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### 911 Staff

Director Mindy Benson

Deputy Director  
Jeremy Cremeans

### Dispatchers –

Jackie Lasley  
Michele Taylor  
Melissa Bergom  
Julie Hoskey  
Anna Scarboro  
Laurie Schultz  
Jamie Youngbear  
Gwen Vogeler  
Cheyanne Packer  
Sadie Weekley  
Kelly Roy  
Jessica Airey  
Allie Erickson



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Vining also include updated site alarms which will send notification to the dispatchers on duty as well as send an email and text messaging to the EMA Coordinator and Assistant Coordinator for better notification times of outages. As well as update the old battery back up at the tower sites. Add a UPS system at the Main tower, and voter system upgrades. Total for these site improvements is \$76,379.36. Total improvement plan costs \$102,379.92.

Mindy and Jeremy also presented a second option to the board. This option would leave the Gladbrook radio equipment where it current stands. The second proposal would add backup generators, site alarms, and battery backups at the Traer, Vining and Gladbrook tower sites. At the Main tower site we would also add a backup generator, site alarm, UPS system, and upgraded voter system. Mindy told the board that she felt this would be a greater asset to the radio system because in the event of an emergency or a disaster we rely on our fire departments to assist in setting up portable generators. With this second proposal this would keep our departments available to respond to calls for service and our EMA/911 staff focused on response as well. The second proposal improvement plan costs \$104,421.94. This proposal does exclude LP tanks at the tower sites, the cost of LP or natural gas. Fencing that is needed at the Traer and Gladbrook site to enclose generator. Mindy did add that we would need to add budgetary line items for LP costs, and future generator maintenance if the board chose the second option. Mindy also noted that the reason that the equipment in Montour was excluded from this proposal due to the fact that we do not own the building or site. There was a motion by Sheriff Kucera to accept the second proposal to place generators at tower sites. Second by Skopec. Roll call vote; Clutier-yes, Gladbrook-yes, Montour-yes, Sheriff-yes, Toledo-yes, Traer-yes. Motion passes.

There was also conversation between Chairman Boll and Dave Burger with Radio communications about concerns the board has over recent Fire/EMS paging problem, as well as 911 outages that affected our county over the summer. Dave explained to the board members that the issue with the Fire and EMS paging was due to a inaudible tone that is broadcast prior to and after the audible tones are sent across the fire channels. There were some occurrences where if the radio channel was keyed up within a split second of when the inaudible tone was ending and the talk time was beginning this would cancel the voice. Tech's from Radio Communication has changed the programming to allow voice to carry over the inaudible tone so this should not be a problem in the future.



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Also presented to the board was information about 7 year old Lillianne Scott from Belle Plaine that called 911 back in August, her 911 call was misrouted into Tama county. She was calling for assistance for a family member who had a medication interaction and was in serious need of an ambulance. Tama County EMA/911 honored Lillianne with a plaque, Pizza Hut gift card, lollypop bouquet for her bravery during her 911 call. Also present at the presentation was the Tama County 911 dispatcher that handled the call Jamie Youngbear, Belle Plaine Paramedic Elana Janss-Johnson, and Lillianne's mother Tasha Scott.

No old business

New business, Mindy informed the board that we were approaching the end of Jeremy's six month probationary period. It was her recommendation that we approve Jeremy as the Assistant EMA Coordinator/911 Deputy Director. Mindy advised the board that Jeremy has been very willing to learn and has caught onto the daily duties of the office very quickly. He has great skill level when it comes to the radio and technology portion of our jobs. He's always willing to help out and has taken the lead on anything that comes up. He's shown great leadership with dispatch staff, he's been handling scheduling, time off requests, and many other aspects of the 911 side of the job. He's also been learning and assisting with writing Emergency Support Functions and learning about grant writing. The board formally accepted Mindy's recommendation.

Next regular business meeting will be Tuesday January 12<sup>th</sup> 2016 at 7 p.m.

Motion for adjournment by Sheriff Kucera, second by Skopec, all Aye, meeting adjourned at 8:03 p.m.

Respectfully Submitted,  
Mindy Benson, Coordinator.



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