



Polk County Joint 911 Service Board

911 SERVICE BOARD MEETING NOVEMBER 2025 MINUTES

Meeting Date/Time:

Wednesday, November 19, 2025
13:00

Location:

Polk County EMA
1907 Carpenter Ave.
Des Moines, IA 50314

Virtual Option:

<https://us06web.zoom.us/j/89267448892>

Meeting ID: 892 6744 8892

In-Person Attendance Preferred

I. ROLL CALL & INTRODUCTIONS

A. VOTING MEMBERS – * DENOTES VIRTUAL ATTENDEE

- | | | |
|---|--|---|
| ☒ Altoona | ☒ Grimes | ☒ Polk County EM |
| ☒ Ankeny | ☐ Huxley | ☒ Polk County SO |
| ☒ Bondurant | ☒ Johnston | ☐ Runnells |
| ☒ Camp Dodge * | ☐ Madrid | ☐ Saylor Township |
| ☐ Carlisle | ☐ Maxwell | ☐ Slater |
| ☒ Clive * | ☐ Mitchellville | ☒ Urbandale |
| ☐ Delaware Township | ☐ Northern Warren FD | ☐ Waukee |
| ☒ Des Moines, City of | ☒ Norwalk | ☒ West Des Moines |
| ☒ Des Moines, PSAP | ☐ Pleasant Hill | ☒ Windsor Heights |
| ☒ Elkhart | ☐ Polk City | |
| ☐ Granger | ☐ Polk County | |

B. NON-VOTING MEMBERS

- | | | |
|--|--|--|
| ☐ Life Flight | ☒ MercyOne Medical | ☐ Midwest Ambulance |
| ☐ UnityPoint Ground | | |

C. EMA STAFF

- | | | |
|---|--|---|
| ☒ AJ Mumm | ☐ Cameron Stufflebeam | ☒ Laura Kacer |
| ☒ Dutch Geisinger | ☒ Brett McIntyre | ☒ Lynn Tazzioli |

II. APPROVAL OF AGENDA

A. Agenda approved without changes.

III. APPROVAL OF PREVIOUS MEETING MINUTES – [AUGUST 20, 2025](#)

A. Motion to approve by the Polk County Sherriff's Office, seconded by Ankeny. Motion passed unanimously.



Polk County Joint 911 Service Board

911 SERVICE BOARD MEETING NOVEMBER 2025 MINUTES

IV. PUBLIC HEARING: FY 25-26 PROPOSED BUDGET AMENDMENT – [ATTACHMENT #1](#)

A. PUBLIC COMMENT ON PROPOSED AMENDMENT PUBLISHED NOVEMBER 4, 2025

1. The public hearing was opened and closed without comment.

V. NEW BUSINESS & ACTION ITEMS

A. FY 25-26 PROPOSED BUDGET AMENDMENT – [ATTACHMENT #2](#)

1. Polk County Sheriff's Office proposed an increase of \$2,017,155 to their budget for the current fiscal year. Their estimated ending balance after this increase would be \$226,852.43. This varies slightly from the attachment distributed with the agenda due to a late interest deposit from the previous fiscal year that increased the beginning balance for the current fiscal year. The Executive Committee recommended this amendment be approved. Motion to approve made by City of Des Moines, seconded by the Polk County Sherriff's Office. The motion passed with no objections and one abstention from Polk County Emergency Management.

VI. OLD BUSINESS

A. FISCAL POLICY REVIEW & UPDATE – [ATTACHMENT #3](#)

1. The updated fiscal policy has been sent out to the full board in its original form. The suggested changes were brought to the Executive Committee. The Executive Committee recommends approval with changes that were commented in the version distributed with the agenda in purple. Motion to approve made by the City of Des Moines, seconded by the Des Moines PSAP. The motion passed with no objections and one abstention from Polk County Emergency Management. The final version has been uploaded to the [911 Service Board website](#).

VII. PROGRAM/PROJECT UPDATES & REPORTS

A. ADMINISTRATION

1. Chairperson and Vice Chairperson Reports – N/A
2. PSAP Reports
 - a. Des Moines PD
 - i. Three telecommunicators are in training. A fourth that started has resigned. The previous list has been exhausted so a new hiring process is underway to backfill this spot. Direct applicants to the [city website](#).



Polk County Joint 911 Service Board

911 SERVICE BOARD MEETING NOVEMBER 2025 MINUTES

- ii. The telecommunications position within the CARE unit with Mobile Crisis has been backfilled and is back to normal operations.
 - b. Polk County Sheriff's Office
 - i. Polk County PSAP is fully staffed. There are no vacancies and nobody in training. A recent hiring process was completed to create a list in case of future vacancies.
 - ii. The Emergency Fire Dispatch (EFD) project is moving forward, however the date to go-live has been pushed back to January 1st.
 - iii. The tower project has been started. It should be finished within less than 12 months.
 - c. Westcom
 - i. Westcom has two telecommunicator openings currently. One is to cover a long-term military leave.
 - ii. The CAD and police RMS migration to the cloud go-live is scheduled for the end of January.
- 3. Joint 911 Lines
 - a. The 911 Coordinator continues to work with the state on drafting a letter to telecommunications service providers (TSP) directing them to remit based on service area rather than by county. A meeting was held in October with the state and our neighboring counties. Once the reasoning and boundaries were explained, there was no opposition to the request. The next step is to verify the method of remittance Mediacom is using and to decide on a consistent method of address reporting we can provide to the TSPs.
 - b. CenturyLink sent a bill to the Polk County Sheriff's Office for what appears to be joint 911 lines. The 911 Coordinator is working with Lumen billing directly to hopefully remove this cost altogether. The bill did include sales tax, which will be removed.
- 4. Alert Iowa
 - a. Wireless Emergency Alerts (WEAs) are a great tool that can be used to target smaller areas and people who aren't otherwise subscribed to Alert Iowa. It was used recently in Polk County by the state. We are working with Dallas County and the state to determine why weren't notified at the time.



Polk County Joint 911 Service Board

911 SERVICE BOARD MEETING NOVEMBER 2025 MINUTES

- b. We're moving forward with Alert Iowa / Polk County. The biggest focus is on aligning our policy with Dallas County. We have also created a public safety opt-in list that residents can use to sign up. The name of the list was chosen purposely to remove references to a specific community. This will be important as we continue to work cross-jurisdictionally with our neighboring counties.

5. Reports

- a. Quarter 1 Surcharge Distribution – [Attachment #4](#)
- b. October Google Dashboard Report – [Attachment #5](#)
- c. October JD Edwards Revenue Report – [Attachment #6](#)
- d. October JD Edwards Expense Report – [Attachment #7](#)
- e. October JD Edwards Cash Balance Report – [Attachment #8](#) – Balances on some business units are slightly higher due to late interest deposit in FY 24/25.

B. CAD IMPROVEMENT PROJECT

1. The Authority Working Group

- a. Operations Subcommittee
 - i. CAD to CAD testing is continuing weekly. A demo of this is planned for the Emergency Management Commission meeting. Most of the work left will be people-driven. We will be ensuring the nature codes, response plans, and unit mapping are correct across PSAPs. The group also plans to bring telecommunicators into the testing before the program is rolled out and training begins.
- b. The Authority will be meeting soon to start talking about rules of engagement, including who can be involved and to what extent. The Authority will also be looking at the concerns of closest unit dispatch and evaluating in which circumstances it would be appropriate. Once these are ironed out, the east and west pilots can begin.

C. SERVICE BOARD COMMITTEES

1. PSAP Advisory Committee

- a. Group continues to meet monthly. We've been working together on legislative strategies for the next session and the budget for next year.



Polk County Joint 911 Service Board

911 SERVICE BOARD MEETING NOVEMBER 2025 MINUTES

2. Metro Interoperability Committee

- a. Continues to meet monthly. Working together on expanding interoperability repeaters in the metro and development of a standardized PSAP operating guide for radio outage.

D. STATE COMMITTEES

1. Iowa Statewide Interoperable Communications Systems (ISICS) Board

- a. Board is continuing to meet monthly. The primary work now is on policy review. There has been a lot of conversations at the operations and technology committee regarding how talkgroups are used and shared as well as use of wave technology that can put the radio over IP and received on an app. All of the committees are currently open for members. Those interested in joining can fill out a [form](#) on the [ISICS webpage](#).

2. Regional Interoperability Committee (RIC) Region 1

- a. Continues to meet monthly on the second Tuesday. All were encouraged to apply for the committee.

3. Iowa 911 Communications Council

- a. The state 911 Program was \$309,335.42 short in quarter 1, leading to \$25,941.96 being withheld from the quarter 1 wireless surcharge remittance. This amount will be put through the distribution formula and distributed to the PSAPs. The Polk County Sheriff requested we keep a running total of the amount the state 911 Program is short every quarter and the amount of money they withhold from the Polk County 911 Service Board.

- b. Current forecast:

	State Shortfall	Amount Withheld
Q2 FY26	\$ 683,135.08	\$ 58,604.31
Q3 FY26	\$ 491,451.91	\$ 51,529.15
Q4 FY26	\$ 421,137.06	\$ 35,771.59
Q1 FY27	\$ 631,134.01	\$ 52,929.14
Q2 FY27	\$ 597,621.98	
Q3 FY27	\$ 510,254.38	
Q4 FY27	\$ 758,312.44	



Polk County Joint 911 Service Board

911 SERVICE BOARD MEETING NOVEMBER 2025 MINUTES

4. Iowa APCO & NENA

- a. The fall conferences were well attended.
- b. Both boards are continuing to iron out the legislation plan and continuing to work with partners on creating a singular message. A [joint statement](#) was released in an effort to get ahead of the curve on the Iowa DOGE report and its recommendation that PSAPs be consolidated into regional state-ran entities. The NENA Board is meeting tomorrow

E. OUTDOOR WARNING SIRENS – N/A

F. TRAINING, EXERCISES, AND CONFERENCES

1. Lunch and Learn – Connecting to Community: Building Resources Together, November 25, Polk County EMA, 1907 Carpenter Ave, Des Moines
2. [ICS 400](#), December 16-17, Polk County EMA, 1907 Carpenter Ave, Des Moines
3. [Resilient First Responder](#), Multiple Dates Available, Virtual
4. Integrated Preparedness Plan Workshop, TBD in January, Polk County EMA, 1907 Carpenter Ave, Des Moines
5. [G 205 Recovery from Disaster: The Local Government Role](#), January 12-13, Marshall County Sheriff's Office, 2369 Jessup Ave, Marshalltown
6. [NENA CTO](#), March 31 - April 2, Woodbury Comm – Western Iowa Tech Community College, 4647 Stone Ave, Sioux City

VIII. OPEN DISCUSSION

- A. The floor was opened for discussion. No formal actions or votes were required or taken.

IX. 2026 MEETINGS

911 Executive Committee Meetings

Monday, January 12, 2026 at 13:30
Monday, April 13, 2026 at 13:30
Monday, July 13, 2026 at 13:30
Monday, October 12, 2026 at 13:30

911 Service Board Meetings

Wednesday, February 18, 2026 at 13:00
Wednesday, May 20, 2026 at 13:00
Wednesday, August 19, 2026 at 13:00
Wednesday, November 18, 2026 at 13:00

X. ADJOURN – THE MEETING WAS ADJOURNED AT 13:27