



Polk County Joint 911 Service Board

911 Service Board Executive Committee Meeting January 2026 Minutes

Meeting Date/Time:

Monday, January 12, 2026
13:30

Location:

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

Virtual Option:

<https://us06web.zoom.us/j/83049283709>

Meeting ID: 830 4928 3709

In-Person Attendance Preferred

I. Roll Call & Introductions – * denotes virtual attendee

A. Members

- | | |
|--|--|
| ☒ Chairperson – Ness | ☒ PCSO PSAP – Brockman |
| ☒ Vice Chairperson – Hoffman | ☒ PCSO User – Chiappano |
| ☒ Des Moines PSAP – Button * | ☐ Westcom PSAP – Leu |
| ☒ Des Moines User – Bischof | ☒ Westcom User – McCluskey |

B. EMA Staff

- | | |
|---|---|
| ☒ AJ Mumm | ☒ Lynn Tazzioli |
|---|---|

C. Support Staff / Guests / Public

- | | |
|---|--|
| ☒ PCSO – Mohr | ☐ PCSO – Bracelin |
| ☒ Runnells – Abby Hawkins * | |

II. Approval of Agenda & Previous Meeting Minutes – [October 13, 2025](#)

- A. Motion to approve by Polk County Sheriff's Office User, seconded by Westcom User. Motion passed unanimously.

III. Chairperson's Opening Comments – N/A

IV. New Business & Action Items

A. FY 26-27 Proposed Budget – [Attachment #1](#)

1. No further discussion on proposed budget that was distributed with the agenda. Motion to approve the budget to be recommended for adoption by the 911 Service Board as distributed made by the Vice Chairperson. The motion was seconded by the Polk County Sheriff's Office User. Motion passed unanimously.



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V. Program/Project Updates & Reports

A. Administration

1. Service Board Appointments

- a. 11 appointment confirmations have been received. Some of those that have sent in confirmations still need to submit a resolution or other official documentation of the appointment. These are due January 30.
- b. Conflict of interest statements are new this year. Online forms are sent to the appointees after confirmations are received. These are due January 31.
- c. The Vice Chairperson seat will be open for election at the February 911 Service Board meeting. The Executive Committee recommends nomination of Chief Mohr to this position.

2. Joint 911 Lines

- a. Sales tax has been removed from the CenturyLink bill for 911 lines. They are still being sent to the wrong address. December's bill did not have our first two months applied despite payments being submitted. 911 Coordinator confirmed with Lumen that payments were received and applied to the account, and late fees should be removed. Only the service portion of the bill is being paid.

3. Alert Iowa

- a. 911 Coordinator is continuing to work on the Alert Iowa Operational Plan and Procedure (OPP).
- b. Westcom had a cross-county alert on behalf of Clive that was sent on 12/27. Telecommunicators followed correct procedure and alert was sent on both the Polk and Dallas side of the county line.

4. 911 Communications Council

- a. Data center migration from the West Des Moines location to Raleigh is expected to be completed by June 30.

5. Iowa HSEM 911 Program

- a. 605-10 Admin Rules notice of intended action is open for public comment until January 13.



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6. Legislative

- a. Several associations have signed on to support a bill to increase the surcharge from \$1.00 to \$1.15. Support for a change to the current surcharge legislation is unpredictable; however, it does not appear there is satisfaction among the legislators on the current state of surcharge under Chapter 34A. Vondran is the House public safety committee chair

B. Finance

1. Approval of expenditures over \$25,000

- a. 1202: Administration – [Attachment #2](#)
 - i. Motion to approve expenditure made by Des Moines User, seconded by Polk County Sheriff's Office User. There was no further discussion. Motion passed unanimously.
- b. 1203: Des Moines Police Department PSAP – [Attachment #3](#)
 - i. Motion to approve expenditures made by Westcom User, seconded by Polk County Sheriff's Office User. There was no further discussion. Motion passed unanimously.
- c. 1204: Polk County Sheriff's Office PSAP
 - i. FY 25-26 – [Attachment #4](#)
 - (i) Motion to approve expenditure made by Des Moines User, seconded by Westcom User. There was no further discussion. Motion passed unanimously.
 - ii. FY 26-27 – [Attachment #5](#)
 - (i) Motion to approve expenditures made by Westcom User, seconded by Des Moines User. There was no further discussion. Motion passed unanimously.
- d. 1205 – Westcom PSAP – [Attachment #6](#)
 - i. Motion to approve expenditures made by Polk County Sheriff's Office User, seconded by Vice Chairperson. There was no further discussion. Motion passed unanimously.



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2. Reports

- a. Quarter #2 Surcharge Distribution – [Attachment #7](#)
- b. Quarter #2 Wireless Surcharge Redistribution – [Attachment #8](#)
- c. December Google Dashboard Report – [Attachment #9](#)
- d. November JD Edwards Revenue Report – [Attachment #10](#)
- e. November JD Edwards Expense Report – [Attachment #11](#)
- f. November JD Edwards Cash Balance Report – [Attachment #12](#)

C. Service Board Committees

1. PSAP Advisory Committee

- a. Last meeting was in November. Committee is continuing to meet monthly.

2. Metro Interoperability Committee

- a. Last meeting was in November. Committee is continuing to meet monthly. A smaller group has been meeting to work on feasibility of expanding interoperability repeaters in the metro as a redundant and cost-effective option for communication if/when ISICS or SARA are unavailable without having to resort to the federal channels. The groups consist of PSAP and technical representatives from each PSAP and the hospitals. If the smaller group determines this project may be feasible, it will be brought to the Executive Committee for approval before moving forward. Discussion continued on current solutions using direct channels, bi-directional amplifiers (BDAs), and VHF channels.

D. CAD Improvement Project

1. The Authority Working Group

- a. The three committees gave a briefing of their activities at the Authority meeting on January 6. Operations highlighted how the east and west pilot projects can reveal unique perspectives into the HUB. Testing is continuing to focus on ensuring only correct and necessary information is shared between CADs. Technology had some pending requests to be sent out. Budget and Policy noted the grant technically runs out at the end of this calendar year. Geisinger has been working with the vendors on extending contracts based on the agreed acceptance of terms date being later. FirstNet has agreed to extend their contract 18 months. We're still working with CentralSquare – we have yet to formally accept milestones that were agreed upon.



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- b. Discussion was had on the importance of working to align timelines for CAD system end-of-life to move toward a common CAD. A 28E is the preferred method to accomplish a funding strategy to manage governance and funding across jurisdictions. This approach allows crossing county lines but should be carefully written to allow for the desired autonomy of PSAPs while avoiding a governance model that would require every city/county to approve operational changes. It's recommended that this proposal and accompanying budget be completed by October to appropriately influence FY 27-28 needs. Costs for common CAD will exceed what the surcharge is capable of handling alone, and legislative pressure for regionalization makes early local planning critical.

VI. Upcoming Training Opportunities

- A. [NENA CTO](#), March 31 - April 2, Western Iowa Tech Community College

VII. Open Discussion

- A. Des Moines PD reiterated the opportunity for other PSAPs to share space in the relocated dispatch center. The move date is still estimated to be in 2029.

VIII. 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

Full 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

IX. Adjourn – 14:23

Attested by:

A handwritten signature in blue ink, appearing to read "L. Tazzioli", written over a horizontal line.

Lynn Tazzioli, 911 Coordinator

January 14, 2026