



Polk County Joint 911 Service Board

911 Service Board Meeting May 2026 Minutes

Meeting Date/Time:

Wednesday, May 20, 2026
13:00

Location:

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

Virtual Option:

[Webex Meeting Link](#)

Meeting password: G3GqDmghP37

In-Person Attendance Preferred

I. Roll Call & Introductions – * indicates virtual attendee

A. Voting Members

- | | | |
|---|---|---|
| ☒ 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 Stuffelbeam | ☒ Laura Kacer |
| ☒ Dutch Geisinger | ☒ Brett McIntyre | ☒ Lynn Tazzioli |

II. Approval of Agenda

- A. Motion to approve by the City of Urbandale, seconded by the City of Des Moines. Motion passed unanimously.



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III. Approval of Previous Meeting Minutes – [February 18, 2026](#)

- A. Motion to approve by the City of West Des Moines, seconded by the Polk County Sheriff's Office. Motion passed unanimously

IV. Chairperson's Opening Comments – N/A

V. New Business & Action Items

- A. Polk County Joint 911 Service Board and Emergency Management Commission 28E

- 1. Draft proposal of 28E – [Attachment #1](#)

- a. A motion to approve was made by the City of Des Moines and seconded by Bondurant. The motion passed unanimously, with one abstention from Polk County Emergency Management. The same proposal will be presented for consideration at the Emergency Management Commission meeting immediately following this meeting.

VI. Program/Project Updates & Reports

- A. Administration

- 1. PSAP Reports

- a. Des Moines PD

- i. Three telecommunicators are in training. Staffing is currently two above authorized strength in anticipation of two departures that are expected later this year. These departures should line up well with the expected timing for the new telecommunicators to be released from training.
 - ii. The Des Moines administrative phone lines are converting over to Microsoft Teams at the end of May. This conversion will also hopefully allow for a call attendant function. Testing is being conducted now, including on compatibility for an Eventide phone recorder upgrade. A few Des Moines telecommunicators relocated to Polk County Sheriff's Office in anticipate of a phone outage while servers were being moved. The failover built into the phones worked correctly; the backup stations at PCSO were not needed during the outage.
 - iii. The CAD upgrade has been delayed to July. A specific date has not been identified.
 - iv. Staff has completed a two-hour active killer training with Metro STAR.



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b. Polk County SO

- i. The communications center is fully staffed. A hiring process will open this summer to compile a list to hire from should an opening occur. The list should be completed in September or October.
- ii. Annual in-service training was completed on Monday. More training is scheduled to continue occurring with patrol next month on active threat scenarios.
- iii. Emergency Fire Dispatch (EFD) is scheduled to go live in July, along with the CAD upgrade.

c. Westcom

- i. Westcom is fully staffed after four new telecommunicators started the academy last week. A hiring process is open for a CAD Public Safety Applications Administrator. A link to the job posting can be accessed here: www.wdm.iowa.gov/Home/Components/JobPosts/Job/2046/1340
- ii. The project to encrypt of most public safety talkgroups was completed last month.

2. Alert Iowa

a. Surrounding county MOUs

- i. Memorandums of Understanding (MOU) have been signed by all surrounding counties to allow Wireless Emergency Alerts (WEA) to be sent across county lines. The permissions are in place for all counties with the exception of Madison and Marion. The required paperwork has been submitted to FEMA; however, we're still waiting on them to accept it. The paperwork also includes an update to event type codes we can use, including the missing and endangered person code and the 911 outage code. In the meantime, if necessary, we can still send the content that would fit under these event types under a different code.

b. Alert Iowa Operational Plan & Procedure

- i. The draft of this policy was recently completed. It will be going before the Dallas County Emergency Management Commission for their approval at their meeting this month. We will have it ready for our meeting next quarter.



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c. Alert Iowa Public Safety Opt-in & Smart911

- i. The Public Safety Opt-in list has grown about 35% since December. These sign-ups are driving by Smart911. Feel free to direct your community to sign up for Smart911 to sign up for Alert Iowa and the Public Safety Opt-in list. This list has been created on both sides of the Polk and Dallas line. Alert Iowa messages still need to be sent by both individual counties.
- ii. Having a managed account within Alert Iowa or access to the Alert Iowa platform does not guarantee you will receive these messages. Sign up for Smart911.com to customize your alerts.

d. Wireless Emergency Alerts (WEAs)

- i. There have been cases recently where this valuable tool could have been utilized. As an example of a real-life scenario, after learning of a gas leak in the county where residents were asked to evacuate the area, a WEA was drafted and could have been ready to send in less than 10 minutes.

e. Alert Iowa Training

- i. Polk County Sheriff's Office telecommunicators were provided a one-hour refresher training on Alert Iowa during their annual in-service.

3. GIS Update

a. GIS Grant Benchmark Report – [Attachment #2](#)

- i. The GIS Grant money received in April has been distributed to the City of Des Moines. Polk County is still on track to receive the grant funding in the next quarter.

B. Finance

1. Reports

a. Quarter #3 Surcharge Distribution – [Attachment #3](#)



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b. Quarter #3 Wireless Surcharge Redistribution – [Attachment #4](#)

i. Iowa HSEM reported the prepaid card revenue dropped to about half of what is usually received. This is a partial cause of the projected amount being billed to the local 911 service boards being lower than the actual amount this quarter. The reason provided for the drop was a big box store doing an expenditure correction after finding they had been overpaying for years.

ii. Q4 2026 Estimated Projection: \$59,705.12

iii. Q1 2027 Estimated Projection: \$29,561.05

iv. Q2 2027 Estimated Projection: \$14,359.64

v. Q3 2027 Estimated Projection: \$ 0.00

c. April Google Dashboard Report – [Attachment #5](#)

d. April JD Edwards Revenue Report – [Attachment #6](#)

e. April JD Edwards Expense Report – [Attachment #7](#)

f. April JD Edwards Cash Balance Report – [Attachment #8](#)

C. Service Board Committees

1. PSAP Advisory Committee

a. Continuing to meet monthly.

2. Metro Interoperability Committee

a. The metro repeater project is still on holding pending favorable weather so Des Moines can get a quote on equipment. If, after receiving quotes, the project is determined to be potentially viable, the group will bring a proposal to the board for approval to move forward.

b. Spring and summer events are ramping up. Metro Interop will be reviewing and approving interoperable communications plans for these and other upcoming events, such as the 2027 Air Show.



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D. CAD Improvement Project

1. The Authority Working Group

- a. The Authority meeting scheduled for 5/21 has been canceled to allow for more time to review how the 2 and 3% caps on revenue may affect us.
- b. Operations Subcommittee
 - i. Testing has been on pause while CentralSquare is working on reconnecting the Westcom test CAD. The east side is moving ahead with working on aligning closest unit response plans and resource typing so it can begin the east pilot as soon as possible after the Hexagon CAD upgrade is complete.
- c. Technical Subcommittee
 - i. Working on preparing information needed for the Policy & Budget Subcommittee to complete a budget proposal.
- d. Policy & Budget Subcommittee
 - i. Subcommittee has been meeting and is working on a budget proposal to bring to the next full Authority meeting.

E. State Committees

1. Iowa Statewide Interoperable Communications System (ISICS) Board

- a. The ISICS Board is continuing to meet monthly. There are ten policies out for public comment. There are mostly minor changes to them. They are open for a 60-day comment period through July 14, 2026, rather than the regular 30-day period due to the quantity of policies open for review. They can be accessed from the Public Comment link on the ISICS Board front page, or by clicking here: [ISICS Public Comment | Iowa Department of Public Safety](#).

2. Regional Interoperability Committee (RIC) Region 1

- a. The Regional Interoperability Committee (RIC) Region 1 meets monthly on the second Tuesday at 15:00. There have been good discussions lately about interoperable incidents. Join the next meeting on Teams at this link: [R1 RIC](#).



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3. Iowa 911 Communications Council

- a. There is \$10,776.40 remaining in the training fund. To be utilized, it must be approved at the June 911 Communications Council meeting and the training held by June 30.

4. Iowa APCO & NENA

- a. The spring conferences were well attended and well-liked according to post-conference surveys. Both organizations are working in the background to plan the fall conferences and plan for the next legislative session.

F. Legislative Update

1. No bills related to 911 were passed. This leaves 34A.12 in effect. Iowa HSEM will continue billing local 911 boards to cover their deficits. Another bill that was introduced to sell the ICN did not move forward.

G. Outdoor Warning Sirens

1. Testing Policy Update – [Attachment #9](#)

- a. The outdoor warning siren policy is open for comment and will be voted on at the Emergency Management Commission meeting in August. These changes include a removal of cloud cover and rain or precipitation from reasons to cancel a test and replacing these with storm prediction center connective outlooks with Polk County highlighted for thunderstorms or an increased threat of severe weather. It also proposes a change for the monthly siren test day to be moved to the first Wednesday at 11:00 to coincide with the National Weather Service test. Dallas County will also be voting to make this change at a future commission meeting.
- b. The City of West Des Moines made a motion for the 911 Service Board to recommend to the Emergency Management Commission that they consider adding the use of considerable and/or destructive tags in a warning to be a trigger for siren activation. These tags add a hail component that, without 70 MPH or greater winds, would not currently activate the sirens. The City of Des Moines seconded the motion. The motion passed unanimously.



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VII. Upcoming Training Opportunities

- A. [G 191: Emergency Operations Center/Incident Command System Interface](#)
 - 1. May 22, 2026, 08:00-16:30 at the Polk County EOC
- B. [Lunch and Learn: Insurance After Disaster – Pitfalls & Recovery](#)
 - 1. May 26, 2026, 11:30-12:30 at the Polk County EOC
- C. [I Love U Guys – Standard Response Protocol & Standard Reunification](#)
 - 1. May 28, 2026, 08:00-17:00 at Iowa Central Community College in Fort Dodge

VIII. Open Discussion – N/A

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

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

X. Adjourn – meeting was adjourned at 13:45.

Attested by:

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

Lynn Tazzioli, 911 Coordinator

May 21, 2026