



MINUTES

Polk County Joint 911 Service Board

PSAP Advisory Committee

Meeting Date/Time:
Thurs 19-Dec-2024
1000 Hours

Location: PCEMA EOC
1907 Carpenter Ave.
Des Moines, IA 50314

Distributed on: 27-Dec-2024

Polk County PSAP Advisory Committee Meeting – December 2024

- I. Welcome
- II. Roll Call and Introductions
 - A. Members
 - ☒ Nick Brockman ☐ Steve Hoffman ☐ Mark Mohr
 - ☒ Brad Button
 - ☐ Udell Mentola ☒ Rob Dehnert ☐ Aubyn Giampolo
 - B. Staff
 - ☐ Dutch Geisinger ☒ Lynn Tazzioli ☒ Cameron Stufflebeam
 - C. Guests/Public
 - ☐ Colleen Barongan
- III. Approval of Agenda
- IV. Approval of Previous Meeting Minutes – [October 24, 2024](#)
- V. Communications Center Updates/Information Sharing
 - A. Des Moines
 - 1. 7 still in training, 2 completed, 2 dropped out from the original 11. One supervisor has stepped down. Application process just closed; 23 applicants, 6 or 7 internal. Prepared 911 is live in the center. CTOs who did train-the-trainer are doing one-on-ones. It is primarily being used for text-to-911 translation. Also has a video component to it. Prepared will be doing a demo for Des Moines for their bot that can triage both 911 and non-emergency lines, like a phone tree. They have 3 other features to the platform using AI. Des Moines PD will be undergoing a command change on January 6, 2025, which may change Major Ness's position in Admin Services.
 - B. Polk County
 - 1. One still in training. Training was extended but expected to pass. No other changes since the Sheriff didn't change after the election.
 - C. Westcom
 - 1. Testing now for telecommunicators; had 60+ applicants. A couple still in training.
- VI. Budget and Finance
 - A. November Dashboard – [Attachment #1](#)
 - B. JD Edwards Reports
 - 1. Revenues – [Attachment #2](#)
 - 2. Expenditures – [Attachment #3](#)
 - 3. Cash Balance – [Attachment #4](#)
 - C. FY 23/24 PSAP Expenditure Forms
 - 1. One small adjustment was made to the form submitted for Des Moines PD; 911 Coordinator will send updated form back to Des Moines PD for their records. 911 Service Board Administration expenses did not appear to be included on Westcom's form. 911 Coordinator will send back for confirmation.

D. FY 25/26 Budget Proposal

1. A few changes have been made since the original proposals were sent out:
 - a. The grant pass through was listed in 1208 (Clearing Account) but should have been included in 1202 (911 Service Board Administration). This figure was moved to the correct account and bumped up in anticipation of receiving training grants. Changing this does not change the overall amount of surcharge revenue that is set aside pre-distribution for 1202.
 - b. Due to recent discussions on the possibility of a joint project happening in the next fiscal year, a second proposal was drafted that included \$47,600 for program expenses in 1206 (Joint Projects). The group discussed the pros and cons of planning ahead for this expense regardless of whether Rave Link is purchased.
2. Comments and changes to distributed budget are due December 30th.

E. FY 24/25 Budget Amendments

1. Requests due January 3rd, 2025. Received one from Des Moines PD. Amendments for this fiscal year are encouraged to be completed during the February 911 Service Board meeting.

VII. Next Meetings

- A. Thursday, January 23, 2025 at 1000
- B. Thursday, February 27, 2025 at 1000
- C. Thursday, March 27, 2025 at 1000

VIII. Adjourn