



AGENDA

Polk County Joint 911 Service Board

Full 911 Service Board

Meeting Date/Time:
WED 21-AUG-2024
1300 Hours

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

Virtual Option: Zoom
In-Person Attendance Preferred
<https://us06web.zoom.us/j/83173399663?pwd=PFHhhtdLz1PJ0c8OsaL3OZnvBj5Hd.1>
Meeting ID: 831 7339 9663
Passcode: 756390

Distributed on: 16-AUG-2024

Polk County Joint 911 Service Board Meeting – August 2024

I. Call to Order

II. Roll Call and Introductions

A. Members

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

B. Staff

- ☐ AJ Mumm
- ☐ Dutch Geisinger
- ☐ Lynn Tazzioli
- ☐ Cameron Stufflebeam
- ☐ Brett McIntyre

C. Guests/Public

- ☐ Bob Brownell

III. Approval of Agenda

IV. Approval of Previous Meeting Minutes – [15-May-2024](#)

V. Programs, Presentations, Invited Guests or Speakers

A. Guest – Bob Brownell

VI. New Business and Action Items

A. Bylaws Signatures – Tazzioli

VII. Old Business

A. CAD Improvement Project – Geisinger/Bischof

VIII. Reports and Discussion

A. Administration and Finance

1. Chairperson and Vice Chairperson Reports – Ness/Hoffman
2. Public Safety Answering Point (PSAP) Reports
 - a. Des Moines – Button
 - b. Polk County – Brockman
 - c. Westcom – Mentola

B. Fiscal Report – Tazzioli

1. Monthly Budget Report – Ending 31-July-2024
 - a. Revenue – [Attachment #1](#)
 - b. Expenses – [Attachment #2](#)
 - c. Cash Balance – [Attachment #3](#)

- C. **Outdoor Warning Sirens** – Stufflebeam
 - 1. Monthly System Testing
- D. **Service Board Committees** – Tazzioli
 - 1. PSAP Advisory Committee
 - 2. Metro Interoperability Committee
- E. **Planning** – None
- F. **Training/Conferences**
 - 1. Upcoming Offerings – Tazzioli
 - 2. Lunch and Learn – McIntyre
 - 3. Exercises – McIntyre
 - a. Des Moines Airport FSE
 - b. Prairie Meadows Active Threat FSE
- G. **Legislative** – None
- H. **GIS Update** – Button
- I. **Public Education & Information** – Tazzioli
 - 1. National Night Out
- J. **State of Iowa 911 Program Manager** – Tazzioli
 - 1. State of Iowa End of Year Pass Through
 - 2. Surcharge Working Group
 - 3. Undesignated Funds/Poll
- K. **State Committees**
 - 1. Iowa Statewide Interoperable Communications System Board (ISICS-B) – Bischof
 - 2. Regional Interoperability Committee Region 1 – Dehnert
 - 3. Iowa 911 Communications Council – Tazzioli
 - 4. Iowa NENA and APCO – Tazzioli

IX. **Open Discussion**

X. **Public Comment**

XI. **Upcoming Meetings**

911 Service Board Meetings

November 20, 2024 at 1300 hours

911 Service Board Executive Committee Meetings

September 9, 2024 at 1330 hours

October 14, 2024 at 1330 hours

November 11, 2024 at 1330 hours

December 9, 2024 at 1330 hours

XII. **Adjourn**



Attachment #1

Fund 00346 E911 SERVICE
Agency .
Orgn. .

(Budget Period: 12)

		Revenue	Current	Received	Budget Amt.	% Budget
Account	Description	Budget	M-T-D	Y-T-D	Receivable	Received

Fund 00346 E911 SERVICE
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn. 1201 E911

(Budget Period: 12)

Account		Description	Catg.	Revenue	Current	Received	Budget Amt.	% Budget
				Budget	M-T-D	Y-T-D	Receivable	Received
1201 E911								
52 INTERGOVERNMENTAL REVENUES								

Fund 00346 E911 SERVICE
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn. 1202 E911 SERVICE BOARD

(Budget Period: 12)

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
52	INTERGOVERNMENTAL REVENUES						
56000	INTEREST ON INVESTMENTS	56	10,000.00-	5,360.05-	5,360.05-	4,639.95-	53.60
56	USE OF MONEY AND PROPERTY		10,000.00-	5,360.05-	5,360.05-	4,639.95-	53.60
62291	WIRELESS STATE GRANTS/REIMB	60	36,000.00-	.00	.00	36,000.00-	.00
65410	LL SURCHARGE	60	1,350,000.00-	.00	.00	1,350,000.00-	.00
65420	WL SURCHARGE	60	1,550,000.00-	.00	.00	1,550,000.00-	.00
60	NON-BUDGETARY REVENUES		2,936,000.00-	.00	.00	2,936,000.00-	.00
1202	E911 SERVICE BOARD		2,946,000.00-	5,360.05-	5,360.05-	2,940,639.95-	.18

Fund 00346 E911 SERVICE
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn. 1203 DM E911 SURCHARGE

(Budget Period: 12)

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
52	INTERGOVERNMENTAL REVENUES						
56000	INTEREST ON INVESTMENTS	56	.00	5,502.05-	5,502.05-	5,502.05	*****
56	USE OF MONEY AND PROPERTY		.00	5,502.05-	5,502.05-	5,502.05	*****
1203	DM E911 SURCHARGE		.00	5,502.05-	5,502.05-	5,502.05	*****

Fund 00346 E911 SERVICE
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn. 1204 PC E911 SURCHARGE

(Budget Period: 12)

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
52	INTERGOVERNMENTAL REVENUES						
56000	INTEREST ON INVESTMENTS	56	.00	5,748.09-	5,748.09-	5,748.09	*****
56	USE OF MONEY AND PROPERTY		.00	5,748.09-	5,748.09-	5,748.09	*****
1204	PC E911 SURCHARGE		.00	5,748.09-	5,748.09-	5,748.09	*****

Fund 00346 E911 SERVICE
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn. 1205 WESTCOM E911 SURCHARGE

(Budget Period: 12)

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
52	INTERGOVERNMENTAL REVENUES						
56000	INTEREST ON INVESTMENTS	56	.00	1,257.68-	1,257.68-	1,257.68	*****
56	USE OF MONEY AND PROPERTY		.00	1,257.68-	1,257.68-	1,257.68	*****
1205	WESTCOM E911 SURCHARGE		.00	1,257.68-	1,257.68-	1,257.68	*****

As of 7/31/2024

As of 7/31/2024

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
56	USE OF MONEY AND PROPERTY						

As of 7/31/2024

(Budget Period: 12)

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
56 USE OF MONEY AND PROPERTY							

Fund 00346 E911 SERVICE
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn. 1208 SURCHARGE FUNDING

(Budget Period: 12)

Account	Description	Catg.	Revenue Budget	Current M-T-D	Received Y-T-D	Budget Amt. Receivable	% Budget Received
56	USE OF MONEY AND PROPERTY						
62290	MISC STATE GRANTS/REIMB	60	.00	9,000.00-	9,000.00-	9,000.00	*****
65410	LL SURCHARGE	60	.00	187,417.28-	187,417.28-	187,417.28	*****
60	NON-BUDGETARY REVENUES		.00	196,417.28-	196,417.28-	196,417.28	*****
1208	SURCHARGE FUNDING		.00	196,417.28-	196,417.28-	196,417.28	*****
099	NONDEPARTMENTAL/NON-BUDGET		2,946,000.00-	214,285.15-	214,285.15-	2,731,714.85-	7.27
00346	E911 SERVICE		2,946,000.00-	214,285.15-	214,285.15-	2,731,714.85-	7.27
Grand Total(s)			2,946,000.00-	214,285.15-	214,285.15-	2,731,714.85-	7.27



Attachment #2

Fund 00346 - 00346
Agency .
Orgn . (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
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Fund 00346 - 00346
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn 1201 E911 (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
		E911								
		OTH SVCS & CHGS								

Fund 00346 - 00346
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn 1203 DM E911 SURCHARGE (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
SUPPLIES										
82460		FURNITURE AND EQUIPMENT	02	10,000.00	.00	.00	.00	10,000.00	.00	.00
82570		MISCELLANEOUS OTHER SUPPLIES	02	5,000.00	.00	3,448.04	3,448.04	1,551.96	3,448.04	68.96
SUPPLIES				15,000.00	.00	3,448.04	3,448.04	11,551.96	3,448.04	22.99
86150		TELEPHONE EQUIPMENT	06	5,000.00	.00	.00	.00	5,000.00	.00	.00
86190		CELLULAR TELEPHONES SERVICE	06	.00	.00	7,316.06	7,316.06	7,316.06-	7,316.06	*****
86470		CITY PROF / TECH SERVICES	06	36,000.00	.00	2,470.54	2,470.54	33,529.46	2,470.54	6.86
86730		MAINT AGREEMENTS - TELE EQUIP	06	70,000.00	.00	.00	.00	70,000.00	.00	.00
86732		MAINT AGREEMENTS - OTHER	06	17,000.00	.00	.00	.00	17,000.00	.00	.00
86860		LEASE / RENTALS	06	6,400.00	.00	.00	.00	6,400.00	.00	.00
87100		DUES AND MEMBERSHIP	06	3,500.00	.00	.00	.00	3,500.00	.00	.00
87390		COMPUTER/DATA ACCESS & STORAGE	06	95,000.00	.00	.00	.00	95,000.00	.00	.00
OTH SVCS & CHGS				232,900.00	.00	9,786.60	9,786.60	223,113.40	9,786.60	4.20
88315		MINOR INFO TECH EQUIPMENT	08	310,000.00	.00	.00	.00	310,000.00	.00	.00
88360		INFO TECH SOFTWARE	08	300,100.00	.00	.00	.00	300,100.00	.00	.00
CAPITAL OUTLAYS				610,100.00	.00	.00	.00	610,100.00	.00	.00
DM E911 SURCHARGE				858,000.00	.00	13,234.64	13,234.64	844,765.36	13,234.64	1.54

Fund 00346 - 00346

Agency	099	NONDEPARTMENTAL/NON-BUDGET
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Orgn 1204 PC E911 SURCHARGE (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
		SUPPLIES								
82460		FURNITURE AND EQUIPMENT	02	20,000.00	.00	.00	.00	20,000.00	.00	.00
82520		RADIO / CAMERA / A.V. SUPPLIES	02	500.00	.00	.00	.00	500.00	.00	.00
82560		P.C. SOFTWARE	02	4,500.00	.00	.00	.00	4,500.00	.00	.00
		SUPPLIES		25,000.00	.00	.00	.00	25,000.00	.00	.00
86130		TELEPHONE LINES	06	1,800.00	.00	231.94	231.94	1,568.06	231.94	12.89
86140		DATA LINES	06	11,340.00	.00	.00	.00	11,340.00	.00	.00
86150		TELEPHONE EQUIPMENT	06	9,000.00	.00	.00	.00	9,000.00	.00	.00
86470		CITY PROF / TECH SERVICES	06	115,000.00	.00	.00	.00	115,000.00	.00	.00
86471		CONSULTANT PROF / TECH SVCS	06	285,000.00	.00	.00	.00	285,000.00	.00	.00
86730		MAINT AGREEMENTS - TELE EQUIP	06	114,600.00	.00	.00	.00	114,600.00	.00	.00
86731		MAINT AGREEMENTS - RADIO EQUIP	06	45,000.00	.00	.00	.00	45,000.00	.00	.00
86732		MAINT AGREEMENTS - OTHER	06	141,856.00	.00	.00	.00	141,856.00	.00	.00
87100		DUES AND MEMBERSHIP	06	2,300.00	.00	.00	.00	2,300.00	.00	.00
87170		TRAVEL / TRAINING / EDUCATION	06	15,000.00	.00	.00	.00	15,000.00	.00	.00
87490		PROGRAM EXPENSE	06	1,300,000.00	.00	.00	.00	1,300,000.00	.00	.00
		OTH SVCS & CHGS		2,040,896.00	.00	231.94	231.94	2,040,664.06	231.94	.01
88310		MAJOR INFO TECH EQUIPMENT	08	30,000.00	.00	.00	.00	30,000.00	.00	.00
88315		MINOR INFO TECH EQUIPMENT	08	21,000.00	.00	.00	.00	21,000.00	.00	.00
88360		INFO TECH SOFTWARE	08	604,800.00	.00	.00	.00	604,800.00	.00	.00
		CAPITAL OUTLAYS		655,800.00	.00	.00	.00	655,800.00	.00	.00
		PC E911 SURCHARGE		2,721,696.00	.00	231.94	231.94	2,721,464.06	231.94	.01

Fund 00346 - 00346
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn 1205 WESTCOM E911 SURCHARGE (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
SUPPLIES										
82460		FURNITURE AND EQUIPMENT	02	30,848.00	.00	.00	.00	30,848.00	.00	.00
SUPPLIES				30,848.00	.00	.00	.00	30,848.00	.00	.00
86471		CONSULTANT PROF / TECH SVCS	06	300,000.00	.00	.00	.00	300,000.00	.00	.00
86730		MAINT AGREEMENTS - TELE EQUIP	06	35,000.00	.00	.00	.00	35,000.00	.00	.00
86731		MAINT AGREEMENTS - RADIO EQUIP	06	150,000.00	.00	.00	.00	150,000.00	.00	.00
86732		MAINT AGREEMENTS - OTHER	06	175,000.00	.00	.00	.00	175,000.00	.00	.00
87170		TRAVEL / TRAINING / EDUCATION	06	2,000.00	.00	.00	.00	2,000.00	.00	.00
OTH SVCS & CHGS				662,000.00	.00	.00	.00	662,000.00	.00	.00
WESTCOM E911 SURCHARGE				692,848.00	.00	.00	.00	692,848.00	.00	.00

Fund 00346 - 00346
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn 1206 JOINT PROJECTS PSAP (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
OTH SVCS & CHGS										
86130		TELEPHONE LINES	06	17,872.00	.00	.00	.00	17,872.00	.00	.00
86860		LEASE / RENTALS	06	6,408.00	.00	.00	.00	6,408.00	.00	.00
87170		TRAVEL / TRAINING / EDUCATION	06	10,000.00	.00	.00	.00	10,000.00	.00	.00
87490		PROGRAM EXPENSE	06	150,000.00	.00	.00	.00	150,000.00	.00	.00
OTH SVCS & CHGS				184,280.00	.00	.00	.00	184,280.00	.00	.00
JOINT PROJECTS PSAP				184,280.00	.00	.00	.00	184,280.00	.00	.00

Fund 00346 - 00346
Agency 099 NONDEPARTMENTAL/NON-BUDGET
Orgn 1208 SURCHARGE FUNDING (Budget Period: 12)

Object	SubObj	Account Description	Catg.	Total Approp	Amts Committed	MTD Activity	Expended YTD	Expended Remaining	Expnd/Committed YTD	Expended %
		MISCELLANEOUS								
		NONDEPARTMENTAL/NON-BUDGET		4,638,897.00	.00	28,691.47	28,691.47	4,610,205.53	28,691.47	.62
		Grand Total(s)		4,638,897.00	.00	28,691.47	28,691.47	4,610,205.53	28,691.47	.62



Attachment #3

Job 3461202 911 SERVICE BOARD

From Date 1/1/2001 Thru Date 7/31/2024

Project

	Cost	Cost		L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
Job	Code	Type	Description	DE C U M	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461202		50000	REVENUES	3 ND	.00						
3461202		50000	REVENUES	3 T	50,450.00-		1,330,115.47-	1,330,115.47-	2,636.50	1,279,665.47	2,536.50-
3461202		60000	REVENUES	3 ND	.00						
3461202		60000	REVENUES	3 T	6,648,380.00-		4,624,510.11-	4,624,510.11-	69.56	2,023,869.89-	30.44
3461202		70000	EXPENDITURES	3 ND	.00						
3461202		70000	EXPENDITURES	3 T	130,539.00		1,391,018.35	1,391,018.35	1,065.60	1,260,479.35-	965.60-
3461202		82000	EXPENDITURES	3 ND	.00						
3461202		82000	EXPENDITURES	3 T	5,036,015.00		2,654,297.98	2,654,297.98	52.71	2,381,717.02	47.29
3461202			911 SERVICE BOARD	2 T	1,532,276.00-		1,909,309.25-	1,909,309.25-	124.61	377,033.25	24.61-

Job 3461203 DES MOINES PSAP

Project

From Date 1/1/2001 Thru Date 7/31/2024

Job	Cost	Cost	Description	L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
	Code	Type		DE C U M	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461203		50000	REVENUES	3 ND	.00						
3461203		50000	REVENUES	3 T	11,600,220.00-		18,941,737.39-	18,941,737.39-	163.29	7,341,517.39	63.29-
3461203		70000	EXPENDITURES	3 ND	.00						
3461203		70000	EXPENDITURES	3 T	15,574,983.00		17,005,946.09	17,005,946.09	109.19	1,430,963.09-	9.19-
3461203			DES MOINES PSAP	2 T	3,974,763.00		1,935,791.30-	1,935,791.30-	48.70-	5,910,554.30	148.70

Job 3461204 POLK COUNTY PSAP

From Date 1/1/2001 Thru Date 7/31/2024

Project

Job	Cost	Cost	Description	L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
	Code	Type		DE C U M	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461204		50000	REVENUES	3 ND	.00						
3461204		50000	REVENUES	3 T	9,698,969.00-		16,116,296.56-	16,116,296.56-	166.17	6,417,327.56	66.17-
3461204		70000	EXPENDITURES	3 ND	.00						
3461204		70000	EXPENDITURES	3 T	16,071,456.00		14,091,298.24	14,091,298.24	87.68	1,980,157.76	12.32
3461204			POLK COUNTY PSAP	2 T	6,372,487.00		2,024,998.32-	2,024,998.32-	31.78-	8,397,485.32	131.78

Job 3461205 WESTCOM PSAP

From Date 1/1/2001 Thru Date 7/31/2024

Project

Job	Cost	Cost	Description	L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
	Code	Type		DE C U M	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461205		50000	REVENUES	3 ND	.00						
3461205		50000	REVENUES	3 T	10,674,556.00-		15,597,568.20-	15,597,568.20-	146.12	4,923,012.20	46.12-
3461205		70000	EXPENDITURES	3 ND	.00						
3461205		70000	EXPENDITURES	3 T	14,738,115.00		15,153,931.16	15,153,931.16	102.82	415,816.16-	2.82-
3461205			WESTCOM PSAP	2 T	4,063,559.00		443,637.04-	443,637.04-	10.92-	4,507,196.04	110.92

Job 3461206 JOINT PROJECTS

Project

From Date 1/1/2001 Thru Date 7/31/2024

Job	Cost	Cost	Description	L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
	Code	Type		DE C U M	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461206		50000	REVENUES	3 ND	.00						
3461206		50000	REVENUES	3 T							
3461206		82000	EXPENDITURES	3 ND	.00						
3461206		82000	EXPENDITURES	3 T	184,280.00					184,280.00	100.00
3461206			JOINT PROJECTS	2 T	184,280.00					184,280.00	100.00

Job 3461207 CATASTROPHIC RESERVE
Project

From Date 1/1/2001 Thru Date 7/31/2024

	Cost	Cost		L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
Job	Code	Type	Description	DE C U M	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461207		50000	REVENUES	3 ND	.00						

Job 3461208 SURCHARGE FUNDING

From Date 1/1/2001 Thru Date 7/31/2024

Project

Job	Cost	Cost	Description	L P M	Approp	Encumbered	Accrual	Enc/Accrual	% Approp	Approp	% Approp
	Code	Type		DE C UM	Amount	Amount	Amount	Total	Used	Remaining	Remaining
3461208		50000	REVENUES	3 ND	.00						
3461208		50000	REVENUES	3 T			196,417.28-	196,417.28-		196,417.28	
3461208		82000	EXPENDITURES	3 ND	.00						
3461208		82000	EXPENDITURES	3 T							
3461208			SURCHARGE FUNDING	2 T			196,417.28-	196,417.28-		196,417.28	
			Total:	1 T	13,062,813.00		6,510,153.19-	6,510,153.19-	49.84-	19,572,966.19	149.84