



MINUTES

Polk County Joint 911 Service Board

Regular Meeting of: Polk County Joint
911 Service Board

Wednesday
18-August-2021
12:30 pm

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

Distributed on: -
Tuesday, August 31, 2021

- I. **Call to Order** – Vice Chair Roe called the meeting to order at 1230 hours.
- II. **Roll Call and Introductions** –
- A. **Members** (Highlighted = Present).
- | | | | |
|-------------------------------------|--|--|--|
| ☐ Altoona | ☐ Elkhart | ☐ Northern Warren | ☐ Polk County |
| ☐ Ankeny | ☐ Granger | Fire Department | Sheriff's Office |
| ☐ Bondurant | ☐ Grimes | ☐ Pleasant Hill | ☐ Runnells |
| ☐ Carlisle | ☐ Johnston | ☐ Police Chief of | ☐ Slater |
| ☐ Clive | ☐ Maxwell | PSAP-DSM | ☐ Urbandale |
| ☐ Delaware | ☐ Madrid | ☐ Polk City | ☐ Waukee |
| Township | ☐ Mitchellville | ☐ Polk County | ☐ West Des Moines |
| ☐ Des Moines | ☐ Norwalk | ☐ Polk County EM | ☐ Windsor Heights |
- B. **Staff**– Dutch Geisinger, Tracey Bearden
- C. **Guests/Public** –, Nick Brockman, Tony Chambers
- III. **Approval of Agenda** –Motion to approve the agenda by Polk County Sheriff, seconded by Windsor Heights. Motion passed without issue.
- IV. **Approval of Previous Meeting Minutes**–19 May 2021- Motion to approve the agenda by Urbandale, seconded by Windsor Heights. Motion passed without issue.
- V. **New Business and Action Items**-None
- VI. **Old Business**
- VII. **Reports**
- A. Chair and Vice Chair Reports
1. Executive Committee Update
- B. 911 Coordinator Update
1. Switch from Code Red to Rave Alerts – Emergency Management Agency staff met with the PSAPs and conducted a follow-up meeting with Des Moines Water Works over the past few weeks. It was determined that switching from Code Red to Rave Alerts would be a step in the right direction for ease of use and no cost. Staff will work with Iowa Homeland Security and Emergency Management on implementation timeline

- and marketing. Windsor Heights is a strong proponent to get Rave Alerts up and running.
2. Polk County Joint 911 Service Plan-At the May meeting, the Service Board passed the updated plan. Notice was provided that Windsor Heights is moving to Westcom for their dispatching needs. Once the transition is complete, the plan will need to be updated and passed at our November meeting.
- C. Public Safety Answering Points (PSAPs) Updates
1. Des Moines-Two positions open, two new employees in training
 2. Polk County-Three employees finished training. New tower will be live in Elkhart soon
 3. Westcom-One position open, one employee in training. September 22 live update CAD and redundancy of phone.
- D. Administration and Finance-
1. Draft Fiscal Policy (Attachment 1)
- E. Planning-~~See Old Business~~ See 911 Coordinator update discussing the Service Plan update.
- F. Communications and Warning
1. Metro Interoperability Committee-The 911 Service Board Executive Committee decided MICS and the Regional Interoperability Communication Plan would be the current focus of the Metro Interoperability Committee. MICS-Certain requirements being met by MICS that would have to be met elsewhere if it was fully decommissioned.
- G. GIS Update-Aaron Greiner
- H. Committees
1. Iowa Statewide Interoperable Communications Systems Board-Michele Bischof-What is included in ICS-217A, working on encryption. Working through updated administrative policy
 2. Regional Interoperability Committee Region 1- Rob Dehnert-Meeting occurs the second Tuesday of each month beginning at 3:00 PM. Conference Bridge 866-685-1580, Conference ID 850-060-6706-Please attend. Great agenda item to discuss issues and opportunities for interoperability.
 3. Iowa 911 Communications Council-Reminder to apply for training funds.
 4. Iowa NENA and Iowa APCO-Nominations for officers opening soon.
- I. Operations and Procedures-None
- J. Training-Updated Training Opportunities-TBD
- K. Exercises
1. Airport FSE-August 28, 2021
- L. Legislative-None
- M. Public Education and Information-None

VIII. Open Discussion-None

IX. Upcoming Meetings

A. Full Meeting: November 17, 2021 at 12:30 pm

X. Programs, Presentations, Invited Guests or Speakers – None

XI. Adjourn-Meeting adjourned by Vice Chair Roe at 1252 hours.