



MINUTES

Polk County Joint 911 Service Board

Full 911 Service Board

Meeting Date/Time:
WED 15-MAY-2024
1300 Hours

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

Distributed on: 16-MAY-2024

I. Call to Order – Called to order by Chairperson Brownell at 1302 hours.

II. Roll Call and Introductions

A. Members (Highlighted = attended)

└ 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 (Des Moines)	└ Urbandale
└ Delaware	└ Madrid	└ Polk City	└ Waukee
Township	└ Mitchellville	└ Polk County	└ West Des Moines
└ Des Moines	└ Norwalk	└ Polk County EM	└ Windsor Heights

A. Staff – Mumm, Geisinger and Nordmeyer

B. Guests/Public – None

III. Approval of Agenda – **Board Action:** Motion by Des Moines, seconded by Waukee to approve agenda as presented. Motion passed unanimously.

IV. Approval of Previous Meeting Minutes–21-FEB-2023. **Board Action:** Motion by Johnston, seconded by Grimes to approve previous minutes as distributed. Motion passed unanimously.

V. Programs, Presentations, Invited Guests or Speakers – Nonescheduled

VI. New Business and Action Items

A. Removing RINO 2.0 from the Aureon Network– The PSAP Advisory Committee and the Metro Interoperability Committee reviewed the current usage and need for RINO 2.0 on the AUREON Network. Their recommendation is not to renew the AUREON Contract and to terminate services with the Aureon network. The Executive Committee approved unanimously a motion to approve not renewing the Aureon contract and to terminate all services with Aureon as they relate to RINO 2.0. The Executive Committee recommends the full 911 Service Board approve removing RINO 2.0 from the AUREON network and not renew any contracts with Aureon. Requesting a motion to approve from the full-Service Board. **Board Action:** Motion by Des Moines, seconded by West Des Moines to cancel the contract with Aureon for RINO 2.0. Motion passed unanimously.

B. 911 Fiscal Policy-Attachment #1 is the most recent version of the 911 Fiscal Policy. The content is very similar to that which was reviewed and approved by the 911 Service Board on February 21st, however, there have been formatting and cosmetic changes to ensure clarity and understanding for all users of the Policy. Section V – Cash Reconciliation and Financial Reporting, was added to provide transparency on the reporting process and how monthly cash balance reports would be created and reconciled with each business unit. Requesting a motion to approve the updated fiscal policy. **Board Action:** Motion by Clive, seconded by Johnston to approve fiscal policy as distributed. Motion passed unanimously.

- VII. Old Business –
 - A. CAD Improvement Project-Hentzel

- VIII. Reports and Discussion
 - A. Administration and Finance
 - 1. Chairperson and Vice Chairperson Reports: **This meeting will be Chairperson Brownell's last meeting. Vice Chair Dave Ness will become Chair on July 1.**
 - 2. Public Safety Answering Points (PSAP) Reports
 - a. Des Moines
 - b. Polk County
 - c. Westcom
 - B. Fiscal Report:
 - 1. Monthly Budget Report – Attachment #2 (March 2024).
 - C. Outdoor Warning Sirens-
 - 1. Monthly System Testing – Unchanged - "Go/NoGo" coordination before the monthly test. Contact Cameron Stufflebeam with any questions or concerns regarding outdoor warning sirens
 - D. Service Board Committees
 - 1. PSAP Advisory Committee-Button-Working through a solution for automatic alerts based on CAD call type.
 - 2. Metro Interoperability Committee-Working through the Unified Concept of Interoperability page 2.
 - E. Planning-None
 - F. Training/Conferences –Upcoming Offerings: (see Polk Co EMA website for more information)
 - G. Lunch and Learn- Next Session – 28 May from 11:30-12:30 – topic: Communicable Diseases
 - H. Exercises with a Communications Component- DSM Airport FSE – August 29, 2024 (tentative date)
 - I. Legislative
 - J. GIS Update-The City of Des Moines GIS is continuing to meet the benchmarks monthly.
 - K. Public Education and Information –None
 - L. State of Iowa 911 Program Manager-The 911 Coordinator or representative will share any pertinent information from the Program Manager's monthly report.
 - M. State Committees
 - 1. Iowa Statewide Interoperable Communications Systems Board-Bischof-
 - 2. Regional Interoperability Committee Region 1-Dehnert-Meeting occurs the second Tuesday of each month beginning at 3:00 PM. [Click here to join the meeting](#)
Meeting ID: 277 970 927 208
Passcode: EUWtTc
 - 3. Iowa 911 Communications Council-Dehnert
 - 4. Iowa NENA and APCO-

- IX. Open Discussion Amongst Board Members

- X. Public Comment

XI. Upcoming Meetings:

911 Service Board Meeting
~~February 21 at 1300 hours~~
May 15 at 1300 hours
August 21 at 1300 hours
November 20 at 1300 hours

Executive Committee Meetings
~~January 12 at 1330 hours~~
~~February 5 at 0930 hours~~
~~February 12 at 1330 hours~~
~~March 11 at 1330 hours~~
~~May 6 at 1330 hours~~
June 10 at 1330 hours
July 8 at 1330 hours
August 12 at 1330
September 9 at 1330 hours
October 14 at 1330 hours
November 11 at 1330 hours
December 9 at 1330 hours

XII. Adjourn – **Adjourned** by Chairperson Brownell at 1339 hours.

Full Name	Category	Location Name	In	Email	Agency/Organization
Cameron Stufflebeam	911 Service Board May	Polk County EMA	5/15/2024 13:48	cameron.stufflebeam@polkcountyiowa.gov	Polk EMA
Matt Mcquillen	911 Service Board May	Polk County EMA	5/15/2024 13:08	mmcquillen@cityofclive.com	Clive
Jared Ogbourne	911 Service Board May	Polk County EMA	5/15/2024 13:03	jogbourne@altoona-iowa.com	Altoona Fire
Mark Mohr	911 Service Board May	Polk County EMA	5/15/2024 13:02	mark.mohr@polkcountyiowa.gov	Polk county sheriffs office
Cassi Hentzel	911 Service Board May	Polk County EMA	5/15/2024 13:00	cassi.hentzel@polkcountyiowa.gov	Ema
Steve Hoffman	911 Service Board May	Polk County EMA	5/15/2024 13:00	steven.hoffman@polkcountyiowa.gov	Pcso
Jim Clark	911 Service Board May	Polk County EMA	5/15/2024 12:59	jclark@cityofjohnstom.com	JGMFD
Chad McCluskey	911 Service Board May	Polk County EMA	5/15/2024 12:57	emccluskey@waukee.org	Waukee PD
Pete Roth	911 Service Board May	Polk County EMA	5/15/2024 12:57	proth@windsorheights.org	Windsor Heights Police
Udell F Mentola	911 Service Board May	Polk County EMA	5/15/2024 12:54	udell.mentola@wdm.iowa.gov	Westcom
Clay Garcia	911 Service Board May	Polk County EMA	5/15/2024 12:53	cgarcia@cityofclive.com	Clive
Nick Brockman	911 Service Board May	Polk County EMA	5/15/2024 12:52	nick.brockman@polkcountyiowa.gov	PCSO
Rob Dehnert	911 Service Board May	Polk County EMA	5/15/2024 12:52	rob.dehnert@wdm.iowa.gov	Westcom
Cassi Hentzel	911 Service Board May	Polk County EMA	5/15/2024 12:52	cassi.hentzel@polkcountyiowa.gov	Ema
David Ness	911 Service Board May	Polk County EMA	5/15/2024 12:51	dmness@dmgov.org	Des Moines Police Department
Michele Bischof	911 Service Board May	Polk County EMA	5/15/2024 12:51	mlbischof@dmgov.org	City of Des Moines Fire
Daniel Herrstrom	911 Service Board May	Polk County EMA	5/15/2024 12:51	dherrstrom@madridiowa.org	Madrid Fire Department
Bob Brownell	911 Service Board May	Polk County EMA	5/15/2024 12:50	robert.brownell@polkcountyiowa.gov	PC Board of Supervisors
Brad Button	911 Service Board May	Polk County EMA	5/15/2024 12:46	bjbutton@dmgov.org	DMPD
Dutch Geisinger	911 Service Board May	Polk County EMA	5/15/2024 12:36	dutch.geisinger@polkcountyiowa.gov	PC EMA
A.J. Mumm	911 Service Board May	Polk County EMA	5/15/2024 12:36	aj.mumm@polkcountyiowa.com	PCEMA
Patty Nordmeyer	911 Service Board May	Polk County EMA	5/15/2024 10:46	patty.nordmeyer@polkcountyiowa.gov	PCEM
Aaron Kreuder	911 Service Board May	Zoom			Bondurant Emergency Services