



Polk County Joint 911 Service Board

FULL SERVICE BOARD MEETING

FEBRUARY 2025 AGENDA

Meeting Date/Time:

Wednesday, February 19, 2025
13:00

Location:

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

Virtual Option:

<https://us06web.zoom.us/j/89267448892>

Meeting ID: 892 6744 8892

In-Person Attendance Preferred

I. CALL TO ORDER

II. ROLL CALL & INTRODUCTIONS

A. VOTING MEMBERS

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

B. NON-VOTING MEMBERS

- | | | | |
|--------------------------------------|---|--|--|
| ☐ Life Flight | ☐ MercyOne Medical | ☐ Midwest Ambulance | ☐ UnityPoint Ground |
|--------------------------------------|---|--|--|

C. EMA STAFF

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

III. APPROVAL OF AGENDA

IV. APPROVAL OF PREVIOUS MEETING MINUTES – [NOVEMBER 20, 2024](#)

V. PUBLIC HEARING: FY 24/25 PROPOSED BUDGET AMENDMENT

- A. PUBLIC COMMENT ON PROPOSED AMENDMENT PUBLISHED FEBRUARY 7, 2025 – [ATTACHMENT #1](#)

VI. PUBLIC HEARING: FY 25/26 PROPOSED BUDGET

- A. PUBLIC COMMENT ON PROPOSED BUDGET PUBLISHED FEBRUARY 7, 2025 – [ATTACHMENT #2](#)
1. Corrected FY 23/24 Expenditures – [Attachment #3](#)

VII. NEW BUSINESS & ACTION ITEMS

- A. FY 24/25 PROPOSED BUDGET AMENDMENT – [ATTACHMENT #4](#)
- B. FY 25/26 PROPOSED BUDGET – [ATTACHMENT #5](#)
1. Confirmation of unspent funds designation as reserved versus unassigned
- C. 911 SERVICE BOARD APPOINTMENTS
1. Executive Committee Chair and Vice Chair Elections



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VIII. PROGRAM/PROJECT UPDATES & REPORTS

A. ADMINISTRATION

1. Chairperson and Vice Chairperson Reports
2. PSAP Reports
 - a. Des Moines PD
 - b. Polk County SO
 - c. WestCom
3. Joint 911 Lines
4. Alert Iowa

B. FINANCE

1. Budgets
 - a. FY 24/25 Joint APCO Membership Expense – [Attachment #6](#)
2. Reports
 - a. Quarter #2 Surcharge Distribution – [Attachment #7](#)
 - b. January Google Dashboard Report – [Attachment #8](#)
 - c. January JD Edwards Revenue Report – [Attachment #9](#)
 - d. January JD Edwards Expense Report – [Attachment #10](#)
 - e. January JD Edwards Cash Balance Report – [Attachment #11](#)

C. CAD IMPROVEMENT PROJECT

1. Request for Information (RFI)
2. The Authority Working Group
 - a. Operations Subcommittee

D. SERVICE BOARD COMMITTEES

1. PSAP Advisory Committee
2. Metro Interoperability Committee

E. STATE COMMITTEES

1. Iowa Statewide Interoperable Communications Systems (ISICS) Board
2. Regional Interoperability Committee (RIC) Region 1
3. Iowa 911 Communications Council
4. Iowa APCO & NENA

F. LEGISLATIVE UPDATE

1. [HSB 104](#)
2. [SF 271](#)

G. GIS UPDATE

H. OUTDOOR WARNING SIRENS



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- I. TRAINING, EXERCISES, AND CONFERENCES
 - 1. Lunch and Learn – CBRNE Protocol, February 25th, 11:30-12:30, Polk County EOC
 - 2. Active Threat Group Communications Exercise – March 4th, 09:00-12:00, Polk County EOC
 - 3. Orion Damage Assessment Collection App Training – March 7th, 09:00-12:00 or 13:00-16:00, Polk County EOC

IX. OPEN DISCUSSION

X. 2025 MEETINGS

911 Executive Committee Meetings

- ~~Monday, January 13, 2025 at 13:30~~
- Monday, April 14, 2025 at 13:30
- Monday, July 14, 2025 at 13:30
- Monday, October 13, 2025 at 13:30

Full 911 Service Board Meetings

- Wednesday, February 19, 2025 at 13:00
- Wednesday, May 21, 2025 at 13:00
- Wednesday, August 20, 2025 at 13:00
- Wednesday, November 19, 2025 at 13:00

XI. ADJOURN