



POLK COUNTY JOINT 911 SERVICE BOARD

EXECUTIVE COMMITTEE MEETING

JANUARY 2025 AGENDA

Meeting Date/Time:

Monday, January 13, 2025
13:30

Location:

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

Virtual Option:

<https://us06web.zoom.us/j/83049283709>

Meeting ID: 830 4928 3709

In-Person Attendance Preferred

I. CALL TO ORDER**II. ROLL CALL & INTRODUCTIONS****A. MEMBERS**

- | | |
|---|---|
| ☐ Chairperson – Ness | ☐ PCSO PSAP – Brockman |
| ☐ Vice Chairperson – Hoffman | ☐ PCSO User – Chiappano |
| ☐ Des Moines PSAP – Button | ☐ WestCom PSAP – Mentola |
| ☐ Des Moines User – Bischof | ☐ WestCom User – McCluskey |

B. STAFF

- ☐ Dutch Geisinger
- ☐ Lynn Tazzioli

III. APPROVAL OF AGENDA & PREVIOUS MEETING MINUTES – [DECEMBER 9, 2024](#)**IV. CHAIRPERSON'S OPENING COMMENTS****V. REPORTS & PROGRAM/PROJECT UPDATES****A. ADMINISTRATION**

1. 2025 Service Board Appointments
2. Alert Iowa
 - a. Rave Link & Collaborate Demo – [Wednesday, January 8th at 12:30](#)

B. FINANCE

1. Budgets
 - a. FY 23/24
 - i. Expenditure Forms
 - b. FY 24/25
 - i. Budget Amendment Request – [Attachment #1](#)
 1. Recommendation for Approval of Des Moines Police Department PSAP Budget Amendment Request to the 911 Service Board
 2. Approval to Publish FY 24/25 Budget Amendment
 - ii. 1203 Des Moines Expense Request – [Attachment #2](#)
 1. Preapproval of Expenditures Over \$25,000 for January – March 2025
 - iii. 1206 Joint Project Expense Request – [Attachment #3](#)
 1. Approval of APCO International Group Membership expenditure of \$1,864.67



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c. FY 25/26

i. Budget Proposal – [Attachment #4](#)

1. Recommendation for Approval of Proposed Budget to the 911 Service Board
2. Approval to Publish FY 25/26 Budget Proposal
3. Preapproval of Expenditures Over \$25,000 – [Attachment #5](#)
 - a. 1202 – Administration
 - b. 1203 – Des Moines Police Department PSAP
 - c. 1204 – Polk County Sheriff's Office PSAP
 - d. 1205 – WestCom Emergency Communications

2. Reports

- a. Quarter 2 Surcharge Distribution – [Attachment #6](#)
- b. December Google Dashboard Report – [Attachment #7](#)
- c. November JD Edwards Revenue Report – [Attachment #8](#)
- d. November JD Edwards Expense Report – [Attachment #9](#)
- e. November JD Edwards Cash Balance Report – [Attachment #10](#)

C. SERVICE BOARD COMMITTEES

1. PSAP Advisory Committee
2. Metro Interoperability Committee

D. CAD IMPROVEMENT PROJECT

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

VI. OPEN DISCUSSION

VII. 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