

Minutes of Winnebago County 911 Service Board
Public Budget Hearing & Regular Meeting
Meeting date: Jan 30, 2020

Call to order: A public budget hearing and a regular business meeting of the Winnebago County 911 Service Board was held at the Public Safety Center in Forest City. The meeting convened at 4:00 p.m. Vice Chairman Tom Montgomery presiding and Jennifer Ackerman, Secretary.

Members in attendance: Andy Buffington – representing Winnebago County Emergency Management, Mike Droessler – representing the Sheriff, Thomas Montgomery – representing Forest City, Todd Thorson – representing Lake Mills, Carla Langfald – representing Scarville, Phil Benn – representing Rake, Laura Blocker – representing Crystal Lake.

Members not in attendance: Representatives of Winnebago County, Buffalo Center, Thompson, Joice and Woden.

Approval of Minutes and Agenda: Ms. Langfald made a motion to approve the minutes from meeting held July 11, 2019. Ms. Blocker offered a second. All voted aye, motion carried.

Election of Officers: Mr. Montgomery asked for nominations for chairman and vice chairman, there was discussion about keeping the offices of chairman and vice chairman the same thereby nominating Mr. Durby as chairman and Mr. Montgomery as vice chairman. There were no further nominations. Mr. Buffington made a motion to retain chairman and vice chair. Mr. Thorson offered a second, all voted aye, motion carried.

Public Budget Hearing: Ms. Ackerman advised the largest change to the budget is lowering the new radio purchase line item from \$130,000 to \$100,000. Mr. Montgomery asked about the new equipment install. Ms. Ackerman advised the new Zetron 911 equipment has been installed in dispatch. This is part of the software sharing agreement with the State. Mr. Montgomery asked if there was any further discussion about the budget. There was none. Vote to approve the budget, all voted aye.

Assigned Fund Balance: Ms. Ackerman advised the board should consider documenting what it intends to use the assigned fund balance for in the future. Mr. Buffington advised stating future communications needs should suffice.

Winnebago Industries Phone System: Winnebago Security Captain Dave Kudej advised the Board that Winnebago Industries will be installing a new phone system at the Forest City plant. There is a new law (*Kari's Law*) that states phone systems are to be set up to dial 911 directly. The Forest City plant's phone system has always been set up so that all phones in the plant that dial 911 they ring to their 24hr security center. Winnebago Security then contacts dispatch if they need police, fire or EMS. Mr. Buffington advised if the calls from Winnebago Ind. went directly to dispatch it would be extremely costly to deliver a dispatchable location which is another requirement of the law. It would also delay services as Winnebago Industries has officers, ambulance and fire on site. If the calls rang directly to dispatch, the dispatcher would turn around and contact Winnebago Security to send their resources. Mr. Buffington had spoken with Iowa's 911 Program Manager, who did not see any issues with the 911 Board allowing Winnebago Security to set up their new phone system to continue to dial in to their security center. Ms. Blocker made a motion to allow Winnebago Security to set up their phone system to ring to their security center. Mr. Benn offered a second, all voted aye, motion carried.

By-Laws: Mr. Buffington advised the update to the By-Laws were necessary because the State code now gives the Sheriff voting membership on the 911 Board. Ms. Ackerman advised the addition also changes the quorum number to seven which was also updated in the By-Laws. Mr. Buffington moved to approve the changes to the By-Laws. Mr. Thorson offered a second, all voted aye, motion carried.

911 Service Plan: Ms. Ackerman advised the service plan was also updated to reflect the addition of the Sheriff to the Board. The Board's mailing address was also changed to the Public Safety Center address. Mr. Droessler made a motion to approve the updates to the 911 Service Plan. Ms. Langfald offered a second, all voted aye, motion carried.

Adjournment: Mr. Benn made a motion to adjourn. Ms. Langfald offered a second; all voted aye, meeting adjourned at 4:20 p.m.

Jennifer Ackerman

Secretary Winnebago County E911 Service Board

January 19, 2021

Date of Approval