



QUINCY/ADAMS COUNTY 9-1-1

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Quincy/Adams County 9-1-1 Governing Board Meeting

January 19, 2005

Adams County Courthouse Sub-basement, 5:15 p.m.

9 members present: County Board Member John Johnson (Governing Board Chairman), Quincy Alderman Virgil Goehl, Quincy Alderman Skip Vahlkamp, Quincy Alderman Mike Rein, Adams County Board Member Dave Bellis, Adams County Ambulance Director Greg Meyers, Adams County Sheriff Brent Fischer, Quincy Police Chief Rob Copley, Quincy Fire Chief Scott Walker

2 members absent: Rural Fire Association Secretary Bill Johnson, Adams County Board Member Nick Peters

Also present: 9-1-1 Director Steve Rowlands, 9-1-1 Staff Members John Frankenhoff, Mark Krzystofczyk, Sharon Tedrow and Jo Liesen, Adams County EMA Coordinator Gene Foster, Darin Prost, Architechnics, Inc., Quincy Herald Whig Reporter Rodney Hart, Lonnie Dunn and C. David Nuessen

Chairman John Johnson declared a quorum present and called the meeting to order. New 9-1-1 Supervisor Jo Liesen was introduced to the Governing Board Members and guests. Virgil Goehl made a motion to approve the minutes of the last meeting that were mailed to all Governing Board members. Skip Vahlkamp seconded the motion. The minutes were approved without amendment.

Report of the 9-1-1 Building Committee.

John Johnson stated the building committee considered six Architect/Engineering firms. Interviews with five firms were held on November 5, 2004: Architechnics, Klingner, MPM Design Group, PSBA and Stock Design. On December 16, 2004, the building committee contracted the services of Architechnics, Inc. Architechnics has previous building experience and is working with a consultant Geocomm, which has 9-1-1 operations, equipment and communications experience. Darin Prost of Architechnics, Inc. made a presentation on the proposed buildings floor plan, the site work and elevations. He stated all 9-1-1 employees provided significant input on the building during several meetings. The facility would share the entry/exit drive and some parking with the Adams County Youth Detention Center. He stated that the 9-1-1 building committee and 9-1-1 staff have reviewed the original draft and have made changes and that the drawings presented are the second or third refinement.

Virgil Goehl asked if the storage room is large enough.

Darin Prost stated a list of potential items going into the room is listed on the side of the drawings.

Virgil Goehl state that he is concerned about the storage area wanted to ensure there is enough room for once the building is done, no changes can be made.

Steve Rowlands stated the telephone room and mechanical room will also have storage and feels the space is adequate.

John Johnson asked the square footage of the building.

Darin Prost stated approximately 5300 square feet; 72' x 76' building.

Steve Rowlands stated the building also incorporates the EMA Coordinator's office and an Emergency Operations Center. There is a separate storage room for the EMA Coordinator.

John Johnson stated that NFPA standards for the building must be met.

Darin Prost stated this was a unique building. It must meet building codes and other codes required for this type of building. He met with the employees and made up a floor plan based on their input and that it has been reviewed by the building committee and 9-1-1 Staff. It is a work in progress as well as a site plan. The building will complement the Adams County Youth Detention Center in design.

Virgil Goehl stated that Scheme A depicts a flat roof. Maintenance wise, which would be best for upkeep? He has concerns for the upkeep of the roof.

Darin Prost stated Scheme A has a 20-25 year warranty on the rubber roof and allows to put mechanical, plumbing vents, exhaust fans on the roof that are not visible to the public.

Chief Walker asked about a target hardened building and security for the building.

Steve Rowlands stated that the intent is to utilize NFPA 1221 standards in the design of the building. He stated that if we choose to omit a particular standard, it would be for a specific reason. Security is key. We need to harden it to both weather and other external elements and still be cost effective.

Darin Prost stated there would be pipe ballasts by the building to provide additional physical security.

Chief Walker asked about protective glass for the windows.

Darin Prost stated the glass would be bullet proof on the high windows in the dispatch room. The drawing shows a quick elevation to help determine rooflines.

John Johnson stated the building is not on a main street; someone has to come in off of an entrance road to get to the building.

Darin Prost is working with several consultants to get input to bring it all together.

Skip Vahlkamp stated Dave Bellis were not initially in favor of a flat roof. They reluctantly agree with the partial flat roof scheme because it allows for equipment to be located out of sight on the roof.

Darin Prost said the intent is to utilize geothermal for HVAC. Everything will have backup, but instead of having it on the ground for security reasons the equipment will be on located on the roof. Fresh air intakes and vents will be there also.

John Johnson said the perimeter should be protected by security.

Sheriff Fischer asked if the fresh air return could be cut off.

Darin Prost will have to have the intakes protected.

Chairman John Johnson recognized Mr. David Nuessen to speak about his concerns about locating the proposed 9-1-1 facility outside of the Quincy Central Business District. He expressed concerns on the location and asked if the location is set.

Dave Bellis stated that the county had already approved donating the land to the project.

Davie Nuessen requested that there be additional study to look at other locations and stated that he strongly felt that the 9-1-1 Center should remain in the Central Business District. He stated that he does not fault the need for the building. He stated that other citizens as well as he have concerns that the money used for the building could be used in the Central Business District and to take the money and solve more than one problem and contribute to the community to the Central Business District. There are private concerns. The Central Business District can't survive with just coffee shops. It is a concern for being able to take the money available to put in and continue the quality of life to the community and the Central Business District.

Skip Vahlkamp stated as an elected official, he is committed to the proposed site at 52nd and Maine; it is not a public place in a sense, as the public will not come into the building. He stated that the committee looked at a number of other sites all around the city area both in and around the Central Business District. He stated renovating buildings has not been a good experience for him and he cited City Hall as an example.

Chief Walker stated that he agreed on the synergy that Mr. Nuessen described. The original proposal was to put the 9-1-1 Center with another facility. Take an existing site, lease it and renovate. The backup and primary centers must be apart. He stated that it is not a regulation but common sense. If we maintain a downtown facility, we have to look elsewhere for a backup.

Steve Rowlands stated the backup would be maintained in the current facility and that the 9-1-1 operation is not leaving the Central Business District.

Chief Walker stated the backup should be 12-14 blocks away at a minimum.

David Neuse stated he understood these concerns, but that \$750,000 goes a long way at a place such as Franklin School, Jackson School, or the WCU building. He stated that if you can get a mile away and not have a problem. Please consider alternative sites.

Skip Vahlkamp stated at the new center proposed location allows control of the neighboring buildings. He stated that he has concerns about the business or operations the neighboring business would have if they renovate a building for security reasons.

Dave Nuessen stated that it seems to him that an inordinate amount of security concerns are being placed on the proposed building that he doesn't feel it are necessary.

Steve Rowlands stated security is an aspect of it and a main concern. If a criminal incident, act of terrorism, man-made disasters strike in a high-density area, it is not a good situation to have your primary communications center located there. He said we can move to the backup but you would face the problem of the back up facility being to close and also impacted by the incident as well. He stated that he recommended to the Governing Board and the building committee that the building be secure from both weather and external threats. He stated there were several references with standards for these types of buildings and we want to strive to meet these standards. He stated that 9-1-1 cannot be in a multiple story building, as there is no control on the upper and lower floors. In a major incident in a high-density area, the potential is there to cause us harm. The operation needs to be in a low-density area. He stated that the building committee looked hard at several sites to lease/purchase and could not find a qualified site in the Central Business District that was not cost prohibitive. He stated that the committee felt the money would be best spent to build what we need.

Steve Rowlands stated to stop now would delay implementation of E9-1-1.

David Nuessen stated “so what,” the public has a perception that we are building a Taj Mahal. He asks on behalf of the community to locate in the facility in the Central Business District and to renovate a building.

John Johnson stated we understand that and the need to keep things downtown. But when you put in security, the money to renovate a building versus a site that is free to us that meets the criteria for security and other reasons, and in looking at the total needs of the emergency center, it needs to be where it is.

David Nuessen stated that it is public money and that the facility should be put downtown.

John Johnson thanked Mr. Nuessen for his comments; Mr. Nuessen and Mr. Dunn departed.

Darin Prost asked if there were any other comments about the preliminary plans.

Mike Rein asked about the showers in the restroom.

Darin Prost stated there are times when the employees work a long shift and it could be used then. One time an employee, due to bad weather, opted to stay in a hotel, as she could not get home, so if there was space at the Center to stay, it would be better and a shower facility would help.

Steve Rowlands stated if the EOC is activated it can be used at that point and would be available if needed. He stated that we do not have one now and that he thought it would rarely be used.

John Johnson stated that he would have Darin Prost back at future meetings to keep things updated.

He stated that along with Mr. Nuessen’s letter, a list of talking points is included in the member’s package about building the new 9-1-1 Center to help inform the public about the project.

Mike Rein stated David Nuessen’s desire is to use the money to renovate a downtown building. Did the committee look at the possibility in the downtown area to build?

John Johnson stated not in those terms. The committee wanted to use the existing Center as a backup, to go there as nothing was found available and it would cost more.

John Johnson stated the Central Business District now goes to 12th Street.

Mike Rein stated 12 blocks away from backup might eliminate 9th and Vermont, as it is not far enough away.

Chief Walker stated that disasters as one may hit downtown area would have a much greater impact. It would be difficult to find a vacant ½ block to separate the primary and backup. The original belief was to find space to renovate but is it not cost effective. He supports what we are doing. He stated that he agrees with what David Nuessen is saying, if there is a building there that can be renovated. Assume we have done our homework. The lease plan may not be a negative.

Dave Bellis stated if a new jail or health department were built, Adams County probably keep it in a downtown area.

Mike Rein stated that it is good to be concerned with potential problems. It could happen, but we should have things in place to minimize effect. He stated that we do not need to go overboard with security. Make sure we use common sense and reality.

John Johnson stated we need a have a proper and adequate backup.

Mike Rein wanted explanation of the costs savings of not renovating. Not building a new backup and that we looked at sites. People may not know it or understand it. He stated we have to continue to tell our story and get the word out.

John Johnson stated the memo on the new building information is given to all so we can get the information out if needed.

E9-1-1 planning and implementation.

We are coordinating with the telephone companies on the E9-1-1 project. The next conference call with SBC will be on January 25, 2005. John Frankenhoff is working with the telephone companies on the MSAG database development and has several months of work left. We have some issues yet to be resolved with the 9-1-1 system boundary regarding the telephone systems with Pike County E9-1-1, Hancock County E9-1-1 and Brown County. We also must determine a backup 9-1-1 system should we go off line. The backup 9-1-1 system must be a SBC customer, which means our backup choices will be Cass County or Sangamon County and not an adjacent county.

Along with the new facility we will need to purchase specialized equipment such as a radio controller, E9-1-1 telephone system, digital logging recorder.

Steve Rowlands stated that he and Darin Prost will be meeting with Glenna Johnson, Geocomm (9-1-1 consulting group teamed up with Architechnics) on January 28, 2005. He is also working on the application to the ICC, which has to be approved before we go on line with Enhanced 9-1-1.

2004 Statistics. Steve Rowlands stated that in 2004 there were 45,272 total 9-1-1 calls with 39% of the calls wireless (17,761), 97,098 non-emergency and administrative calls for service with 2,790 calls on dedicated alarm lines. He stated that call volume was down somewhat from previous year, however the agencies are handling more incidents. We are approaching 40% on receiving wireless calls. Many people are abandoning their landline phones and using wireless telephones.

FY2005-2006 Operation/Capital Budget. Steve Rowlands stated that on February 16, 2005 there will be a special Governing Board meeting to discuss and approve the FY2005-2006 budget. The draft budget is provided in advance for members to review prior to next month's meeting.

At the next meeting board members will be asked for any changes in the budget and to approve the budget. Steve Rowlands stated that he has already submitted a copy of the draft budget to the City DOA and Comptroller on January 17, 2005. The budget can be modified after the Governing Board approves the budget.

Steve Rowlands stated that he received budget guidance from the city: Health insurance 15% increase, MICA 20 % increase, IMRF 10% of wages. Also incorporates 3% staff pay increase, supervisor promotion, dispatcher seniority increased.

Operational budget: \$1,088,500 (60%: \$653,100; 40%: \$435,400) – overall increase of 5.7%.

John Johnson asked about allocation of MICA costs.

Steve Rowlands stated that the Wireless 9-1-1 surcharge fund balance as of January 2005 was \$561,794. 9-1-1 receives just over \$14,500 per month or \$174,000 annually. WETSA surcharge is scheduled to sunset April 2008 without legislative action to continue.

Steve Rowlands stated that the E9-1-1 funding for the City (\$405,000) and County (\$270,000) is still available and would likely go towards construction costs of the new facility.

He stated that the total funds available for E9-1-1 project as of January 2005 is \$1,236,794.

Steve Rowlands stated that he has a new request in the city's capital budget for \$56,400 for Computer Aided Dispatch (CAD) system migration from UNIX to Windows and Emergency Medical Dispatch (EMD) software upgrade (city 60% only, county request in FY2006 for \$37,600, total cost \$94,000).

Mike Rein asked for clarification on the computer costs listed in the capital budget.

Steve Rowlands stated \$65,000 is for the migration of the CAD from UNIX to Windows and \$29,000 of the cost is for EMD software and CAD interface. Other costs include the hardware and for the application/data transfer from the UNIX platform to the new Windows-based system, EMD software installation and setting up the remote printing.

Dave Bellis asked if the computers would be used for E9-1-1.

Steve Rowlands stated yes, it is what we use for dispatching the units and tracking calls for service.

John Johnson said that even if we do not go to Enhanced 9-1-1, we would still need this computer system for daily use.

Steve Rowlands mentioned that this is really a normal equipment maintenance expense. He stated that he has not asked for any capital budget money for 4 years; that when CAD computer system was installed in 1997 it cost over a half million dollars and is the key system for 9-1-1. We have 24/7 service and it is key to dispatch and also to the records departments of the agencies. The new computer would change the hardware on the workstations and most of the additional cost is software and service support.

Unfinished business.

Status of City of Quincy's request for 9-1-1 Center personnel providing alarm receipt monitoring of city property. Awaiting Governing Board requested formal written request from the city detailing 9-1-1 requested role and responsibilities (Governing Board tabled January 21, 2004).

John Johnson stated that we should drop this as an agenda item unless it is brought up again by the city.

Steve Rowlands stated that no action has been taken on a new Emergency Medical Dispatch policy where 9-1-1 personnel are responsible for determining 10-33 or 10-40 response by EMS vehicles.

John Johnson asked if there was any new business for the 9-1-1 Governing Board. There was no new business.

No executive session was held.

Skip Vahlkamp made a motion to adjourn the meeting. Mike Rein seconded the motion. All approved and the meeting was adjourned.

The next scheduled meeting of the 9-1-1 Governing Board is February 16, 2005 at 5:15 p.m. in the sub-basement conference room in the Adams County Courthouse.

Steve Rowlands