

SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD

Board Room, 1st Floor, Scott County Administrative Center,
600 West Fourth Street, Davenport, Iowa

NOVEMBER 29, 2012 at 3:00 p.m.

MEETING AGENDA

1. Roll Call: Gallagher, Gluba, Lehman, O'Boyle, Sunderbruch
Ex officio members: Bruemmer, Frederiksen, Malin, and Ploehn
2. Pledge of Allegiance
3. Approval of Minutes
4. Approval of Agreement for Retirement Health Savings Accounts with Vantage
Care Retirement Health Savings (ICMA-RC) (Mary)
5. Review of FY2013-FY2014 budget (Brian)
6. Director's report
7. Discussion of strategy of upcoming labor negotiations with the SECC's
organized employees pursuant to Iowa Code Section 20.17(3). – CLOSED
SESSION (Mary)
8. Next meeting date – December 20, 2012 at 4:30 p.m.
9. Adjourn

MINUTES
SCOTT EMERGENCY COMMUNICATION CENTER (SECC) BOARD
THURSDAY, OCTOBER 18, 2012, 5:30 P.M.

Board Members present: Bob Gallagher Jr., Bill Gluba, James Lehman, Marty O'Boyle, and Tom Sunderbruch.

Ex Officio members present: Dee Bruemmer, Linda Frederiksen, Craig Malin, and Decker Ploehn.

Staff present: Dave Donovan, Brian Hitchcock, Annie Nugent, and Mary Thee.

Moved by Gluba, seconded by O'Boyle approval of the Minutes of the September 20, 2012 SECC meeting. All ayes.

At 6:03 p.m. moved by Gluba, seconded by Lehman to move into closed session pursuant to Iowa Code Section 20.17 (3) to discuss strategies in collective bargaining. Roll Call: All ayes. At 6:24 p.m. Gallagher moved, seconded by Gluba to convene in open session. Roll Call: All ayes.

The SECC Board meetings will now be the 3rd Thursday of each month at 4:30 p.m. The next meeting is tentatively rescheduled for Thursday, November 29, 2012, at 3:00 p.m.

Moved by O'Boyle seconded by Gluba adjournment of the meeting at 6:26 p.m. All ayes.

These minutes are subject to approval at the next regularly scheduled meeting.

Respectfully submitted by,

Annie Nugent
Administrative Assistant

Attested by,



Dr. James Lehman
Secretary/Treasurer

RESOLUTION

SCOTT EMERGENCY COMMUNICATION CENTER

November 29, 2012

APPROVING AGREEMENT FOR RETIREMENT HEALTH SAVING ACCOUNTS WITH
VANTAGE CARE RETIREMENT HEALTH SAVINGS (ICMA-RC)

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the SECC accept the County modifications to its current agreement with Vantage Care Retirement Health Savings (ICMA-RC) to allow for Directors to participate in an RHS account in compliance with IRS regulations through mandatory reduction in salary and mandatory contribution of 100% of their sick leave accrual pursuant to County Policy O.

Section 2. That the Human Resources Director is hereby authorized to sign said plan amendments on behalf of the Board.

Section 4. This resolution shall take effect immediately.

HUMAN RESOURCES DEPARTMENT

600 West Fourth Street
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285
www.scottcountyiowa.com



Date: November 29, 2012
To: SECC Board
From: Mary J. Thee, Human Resources Director/Asst. County Administrator
Subject: Retirement Health Savings Plan

Scott County has an agreement with ICMA-RC to provide access to a Retirement Health Saving (RHS) plans. An RHS account has similarities to a deferred compensation account, except it may only be used for qualified medical expenses. All members of a "group" must participate by choosing the same allocations for the account. IPSDU has access to the plan through a negotiated benefit. We have had discussions with management from SECC and ICMA regarding the possibility of offering a plan to SECC managers. The determination is that only the Director and Deputy Director have a current desire to participate. ICMA will permit the two of them to be considered a viable group pursuant to IRS regulations.

They have indicated a desire to do a \$50.00 a pay period salary reduction and 100% of any sick leave payout pursuant to County Policy O. In order to achieve this, the Board needs to permit the plan via resolution. The County will continue to manage the plan along with its management over deferred compensation plans.

Cc: Brian Hitchcock, Director
Pam Paulsen, Deputy Director



SECC Board Meeting 11-29-2012

Executive Summary

Included with this Executive Summary is the 2014 fiscal year budget request for SECC. Overall the 2014 SECC budget request has been reduced \$63,517 as compared to the 2013 approved budget. No action is being requested for the 11-29-2012 board meeting. Board action will be requested for the December board meeting. This will allow board members to review and consider the budget prior to the December meeting. Also included in this packet is the 2014 five year Capital Improvement Plan.

Both the 2014 budget request and Capital Improvement Plan will be presented to the board at the 11-29-2012 meeting.

Brian Hitchcock
SECC Director



Brian Hitchcock
400 W 4th Street
Davenport, IA 52801
United States

PHONE (563) 328-4149
CELL (563) 340-2795
FAX (563) 328-4147
E-MAIL bhitchcock@scottcountyiowa.com
WEB SITE <http://www.secc911.org>

	FY13 ESTIMATE	FY14 REQUEST	FY15 PLAN	FY16 PLAN	FY17 PLAN	FY18 PLAN	UNPROG NEEDS
97C - SECC							
SE.1 - Buildings							
Gen Remod/Replacement	7,500	10,000	10,000	10,000	10,000	10,000	-
Grounds Replacement/Repair	-	2,500	2,500	2,500	2,500	2,500	-
Carpet Replacement	-	-	-	-	-	-	28,500
SE.1 Sub-total	7,500	12,500	12,500	12,500	12,500	12,500	28,500
SE.2 - Technology							
PC Replacements	-	-	-	25,000	25,000	-	-
Laptop Replacements	-	-	10,000	-	-	-	-
Monitor Replacements	500	1,000	1,000	1,000	1,000	1,000	-
Radio PC Replacements	-	-	-	-	40,000	-	-
Positron 911 Phone PC Replacements	-	-	-	-	40,000	-	-
Radio Replacements	-	-	-	-	-	-	-
Work Order Tracking Software	-	25,000	-	-	-	-	-
Decision Support Services Software	-	57,800	-	-	-	-	-
Fire Records Management Software	-	300,000	-	-	-	-	-
Misc. Tech.	5,000	10,000	10,000	10,000	10,000	10,000	-
Core Radio Switch P-25	-	-	375,000	-	-	-	-
Servers	-	-	-	-	-	-	150,000
Storage	-	-	-	-	-	-	300,000
Network	-	-	-	-	-	-	750,000
SE.2 Sub-total	5,500	393,800	396,000	36,000	116,000	11,000	1,200,000
SE.3 - Other Projects							
SE.3 Sub-total	-	-	-	-	-	-	-
TOTAL 97C SECC	13,000	406,300	408,500	48,500	128,500	23,500	1,228,500

SECC 2014 Budget Request

Line Item/Sub Line Item	2012 Approved Budget	2012 Actual Budget	2013 Approved Budget	2013 Actual Year to Date 11/02	2014 Budget Request
Salaries	2,793,623	2,532,364	2,968,037	808,811	3,001,321
Overtime	240,252	115,765	200,252	39,779	150,000
Premium Holiday Pay	96,876	64,085	91,701	13,672	80,000
Health/Medical Benefits	607,657	545,503	624,360	140,705	580,190
Social Security (FICA)	242,371	204,599	252,244	64,995	229,601
Retirement (IPERS)	255,678	219,711	299,066	75,598	268,018
Deferred Comp. Allowance	31,250	7,233	15,000	0	13,000
Shift Differential	31,500	30,639	31,314	9,732	31,500
Bonus Pay	6,000	5,661	6,000	1,500	6,000
Personnel Total	4,305,207	3,725,560	4,487,974	1,154,792	4,359,630
Travel	14,000	13,306	14,000	3,247	15,000
Schools of Instruction	36,200	33,985	36,200	9,813	40,000
Training	35,000		35,000		38,000
Employee Development	1,200		1,200		2,000
Public Notices	500	500	500	111	500
Memberships	1,500	1,329	1,500	130	2,000
Maintenance Buildings	13,900	149	15,500	0	24,000
Fire Suppression System	5,000		5,000		5,000
UPS System	8,000		8,000		13,500
Generator Maintenance	900		2,500		5,500



Line Item/ Sub Line Item	2012 Approved Budget	2012 Actual Budget	2013 Approved Budget	2013 Actual Year to Date 11/02	2014 Budget Request
Maintenance Equipment	350,379	115,816	307,314	150,796	335,501
Radio System CEB	25,000		25,000		28,337
Back-up Radio System CEB & Paging System	52,165		25,000		29,949
Recording System	10,000		10,000		10,215
Recording System Back-up	4,100		4,200		4,500
Console Furniture	15,000		0		0
Positron Phone System	115,374		115,374		35,490
Evergreen for Positron	70,000		70,000		64,490
Back-up Positron	13,000		13,000		13,290
Evergreen for Back-up Positron					26,750
Building Heating & AC	8,000		5,500		5,500
Multi-Function Printer Maint.	4,500		6,000		6,000
Network and Computer Maint.	23,240		23,240		67,330
Batteries for Portable Radios	10,000		10,000		43,650
Maintenance Computer Software	331,410	318,013	353,910	1,044	392,065
CAD/RMS	267,810		267,810		286,939
Pro Q/A	37,000		37,000		37,000
Software Licensing	15,000		15,000		34,026
COP Logic			15,000		15,000
Zoll Interface Maintenance	8,000		8,000		8,000
Criticall Maintenance	3,600		3,600		3,600
ESRI Mapping Maintenance			1,500		1,500
Zoll Fire Maintenance			1,000		1,000
Tracs Maintenance			5,000		5,000
Postage	3,000	68	1,500	21	750



Line Item/ Sub Line Item	2012 Approved Budget	2012 Actual Budget	2013 Approved Budget	2013 Actual Year to Date 11/02	2014 Budget Request
Telephone	68,200	61,167	75,525	19,846	65,200
911 & Console Phone Service	65,000		54,000		54,000
Admin. Phone Service			15,325		8,000
ALI Pull Fees	3,200		3,200		3,200
Telephone – Mobile	7,920	4,924	5,760	1096	7,740
Cellular Phones	3,600		3,600		4,500
Air Cards	2,160		2,160		3,240
Nextel Interface to Consoles PTT	2,160				
Utilities	51,500	61,529	68,500	24,230	72,700
Gas, Electric, Water & Sewer	35,000		52,000		66,500
Rock Island Tower Utilities	1,500		1,500		1,200
Data Line Charges	15,000		15,000		5,000
Commercial Services	158,136	162,329	159,236	84,517	161,836
Dumpster, Pest Control, Window Washing, etc...	4,000		5,000		7,200
Satellite TV	1,200		2,500		2,800
State NCIC Fees	147,936		147,936		136,860
Pre-Employment Testing	5,000		3,000		3,000
Language Line			800		1,200
Telemessaging					3,000
Scheduling Software					7,776
Custodial, Maintenance & IT Support	270,333	271,677	270,201	0	270,200
Insurance	54,000	14,736	55,860	50,184	59,935
Liability Insurance Premiums	10,500		10,500		11,340
Workers Comp. Premiums	8,500		9,860		10,255
Property Insurance Premiums	35,000		35,500		38,340
Insurance Claims Deductibles	16,000		16,000	0	0
Professional Liability Claims	1,000		1,000		
General Liability Claims	5,000		5,000		



Line Item/ Sub Line Item	2012 Approved Budget	2012 Actual Budget	2013 Approved Budget	2013 Actual Year to Date 11/02	2014 Budget Request
Workers Comp. Claims	5,000		5,000		
Property Loss Claims	5,000		5,000		
Unemployment Comp.	46,800	13,831	23,400	3,409	18,000
800 Mhz Radio Access Fees	500,000	503,901	514,000	126,034	510,000
800 Mhz Maintenance Fees	145,000	136,587	151,100	49,789	145,000
Davenport Temp. Dispatch Repayment	86,240	86,240	86,240	0	86,240
Office Printing	2,000	45	2,000	0	0
Supplies	35,000	37,661	32,300	4,198	39,800
Office Supplies	10,000		12,000		15,500
Maintenance Supplies	20,000		12,500		15,500
Custodial Supplies	5,000		7,800		8,800
Books/Periodicals/Subscriptions	1,500	127	1,500	0	1,500
Fuels and Lubricants	5,195	622	5,195	288	5,195
Generator Diesel Fuel	3,695		3,695		3,695
Generator LP Fuel	1,500		1,500		1,500
Building Bond Repayment	826,480	826,480	828,268		833,893
2009 Building Bond Principal	365,000		375,000		390,000
2009 Building Bond Interest	461,480		453,268		443,893
Total Operational	3,025,193	2,665,022	3,025,509	528,753	3,087,055
Grand Total	7,330,400	6,390,582	7,513,483	1,683,545	7,446,685

Line Item/ Sub Line Item	2012 Approved Budget	2012 Actual Budget	2013 Approved Budget	2013 Actual Year to Date 11/02	2014 Budget Request
Revenues					
COPS Grant	61,061	61,061			
JAG/BYRNE Grant	51,759	25,528		9,958	
Scott County Tax Levy	7,137,122	7,137,122	7,354,840	3,042,950	7,291,323
Federal Interest Subsidy	161,518	161,518	158,643		155,362
Interest on Investments		3,645			
Employee Jury Duty & Reimbursements		804		61	

