

SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD

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

DECEMBER 20, 2012 at 4:30 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 FY2013-FY2014 budget (Brian)
5. Director's report
6. Discussion of strategy of upcoming labor negotiations with the SECC's
organized employees pursuant to Iowa Code Section 20.17(3). – CLOSED
SESSION (Mary)
7. Next meeting date – January 17, 2013 at 4:30 p.m.
8. Adjourn

MINUTES
SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD
THURSDAY, NOVEMBER 29, 2012, 3:00 P.M.

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

Ex Officio members present: Dee Bruemmer and Linda Frederiksen.

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

Moved by Gluba, seconded by Lehman approval of the Minutes of the October 18, 2012 SECC meeting.
All ayes.

Moved by Lehman, seconded by Gluba approval of the agreement for Retirement Health Savings
Accounts with Vantage Care Retirement Health Savings (ICMA-RC).

At 3:58 p.m. moved by Lehman, seconded by O'Boyle to move into closed session pursuant to Iowa
Code Section 20.17 (3) to discuss strategies in collective bargaining. Roll Call: All ayes. At 4:17 p.m.
Gluba moved, seconded by O'Boyle to convene in open session. Roll Call: All ayes.

The next meeting is tentatively scheduled for Thursday, December 20, 2012, at 4:30 p.m.

Moved by Gluba seconded by O'Boyle adjournment of the meeting at 4:19 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

R E S O L U T I O N

SCOTT EMERGENCY COMMUNICATION CENTER BOARD

December 20, 2012

**APPROVAL OF THE FY13 SCOTT EMERGENCY
COMMUNICATION CENTER BUDGET**

BE IT RESOLVED BY the Scott Emergency Communication Center Board as follows:

Section 1. That the FY14 SECC Budget in the amount of \$7,446,685, minus revenue of \$155,362, for a tax levy of \$7,291,323 as presented by the SECC Director is hereby approved.

Section 2. The SECC Board will transmit the FY14 Budget to the Emergency Management Agency Board who, without modification, will include this budget in their newspaper publication, public hearing, and final resolution approving the FY14 Budget.

Section 2. This resolution shall take effect immediately.



Executive Summary

SECC 2014 Budget Approval Request

I am attaching the fiscal year 2014 budget. I have included two documents for your review. The first document will show the 2014 budget, which includes the fiscal year 2012 and 2013 budgets as a comparison. Overall we did very well with the budget this year. The budget decreased over the past year by \$63,517 or .86 of a percent. The budget includes a 1.8% wage increase.

Increases of more than \$5,000 per line item in the budget are as follows:

Salaries	+\$33,284
Maint. Buildings	+\$8,500
Maint. Equipment	+\$28,187
Maint. Computer Software	+\$38,155
Supplies	+\$7,500
Building Bond Repayment	+\$5,000

Decreases of more than \$5,000 per line item in the budget are as follows:

Overtime	-\$50,252
Premium Holiday Pay	-\$11,701
Medical Insurance	-\$44,170
Social Security	-\$22,643
Retirement (IPERS)	-\$31,048
Unemployment Comp.	-\$5,400
Telephone	-\$7,325
Insurance Deductibles	-\$16,000
800 Mhz Maint. Fees	-\$6,100

There were also other line items with lesser degrees of increases or decreases. Please see the attached budget for those changes. I have also included second attachment which outlines the 5 year Capital Improvement Plan.

I am seeking approval of the SECC fiscal year 2014 budget in the amount of \$7,446,685, minus revenues of \$155,362 for a tax levy of \$7,291,323.

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>

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	72,525	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
Temp. Dispatch Repayment #4 of 10	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			
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	



	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		150,000					
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	243,800	396,000	36,000	116,000	11,000	1,200,000
SE.3 - Other Projects							
Project Revenues							
Grant Revenue - Fire Records Mngt. Software		150,000					
	-	-	-	-	-	-	-

SE.3 Sub-total

- - - - - - -

TOTAL 97C SECC

13,000 256,300 408,500 48,500 128,500 23,500 1,228,500