



SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD
EOC Scott Emergency Communications Center
1100 E 46th St., Davenport, Iowa
NOVEMBER 17, 2016 at 3:30 p.m.

MEETING AGENDA

1. Roll Call: Frieden, Gallagher, Hancock, Klipsch, and O'Boyle
Ex officio members: Frederiksen, Ploehn, Sharma, and Spiegel
2. Pledge of Allegiance
3. Approval of Minutes
4. Director's Report
5. Bettendorf/County Pod Consolidation Discussion
6. Priority Dispatch w/Determinants Discussion
7. Discussion of FY2017-2018 Budget
8. Next meeting date – December 15, 2016 at 3:30 p.m.
9. Adjourn

For previous meeting Minutes, please visit our website at www.secc911.com.



MINUTES
SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD
THURSDAY, SEPTEMBER 15, 2016, 3:30 P.M.

Board Members present: Rob Frieden, Jim Hancock, and Frank Klipsch.

Ex Officio members present: Mahesh Sharma.

Staff present: Annie Nugent, and Pam Paulsen.

Moved by Klipsch seconded by Frieden approval of the Minutes of the August 18, 2016 SECC meeting. All ayes.

Moved by Frieden seconded by Klipsch approval of the Mid-American Energy Power Loop Project. All ayes.

The next meeting is scheduled for Thursday, October 20, 2016, at 3:30 p.m.

Moved by Klipsch seconded by Frieden adjournment of the meeting at 4:01 p.m. All ayes.

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

Respectfully submitted by,

Attested by,

A handwritten signature in black ink, appearing to read "Rob Frieden".

Annie Nugent
Administrative Assistant

Rob Frieden
Secretary/Treasurer

Requested FY 2016-2017 SECC Budget

Account Number	Account Description	2015 Actual Amount	2016 Actual Amount	2017 Actual Amount	2017 Estimated Amount	2017 Adopted Budget	2018 Budget Requested	% of Change
Fund: 489 - EMA/SECC Fund								
REVENUES								
<i>42 - Intergovernmental</i>								
42118	State of Iowa E911 Program	97,751.03	0.00	0.00	15,000.00	100,000.00	0.00	
42119	Governor's Traffic Safety Bureau	373.90	1,313.44	0.00	2,000.00	2,500.00	2,000.00	-20.00%
43423	Build America Bond IRS Interest Subsidy	140,224.84	136,623.00	0.00	130,920.00	130,920.00	125,000.00	-4.52%
43809	Reimbursements from Scott County	7,212,184.00	6,850,000.00	1,776,132.51	7,104,530.00	7,104,530.00	7,324,000.00	3.09%
<i>Account Classification Total: 42 - Intergovernmental</i>		\$7,450,533.77	\$6,987,936.44	\$1,776,132.51	\$7,252,450.00	\$7,337,950.00	\$7,451,000.00	1.54%
<i>47 - Use of Money & Property</i>								
47010	Interest on Investments	4,888.00	4,020.00	0.00	4,000.00	0.00	0.00	
<i>Account Classification Total: 47 - Use of Money & Property</i>		\$4,888.00	\$4,020.00	\$0.00	\$4,000.00	\$0.00	\$0.00	
<i>48 - Fines, Forfeitures, and Miscellaneous Revenue</i>								
48121.00	Refunds & Reimbursement Default	784.71	17,313.84	0.00	250.00	250.00	250.00	
48118	Employee Jury Duty	35.40	34.50	0.00	0.00	0.00	0.00	
<i>Account Classification Total: 48 - Fines, Forfeitures, and Miscellaneous Revenue</i>		\$820.11	\$17,348.34	\$0.00	\$250.00	\$250.00	\$250.00	
REVENUES Total		\$7,456,241.88	\$7,009,304.78	\$1,776,132.51	\$7,256,700.00	\$7,338,200.00	\$7,451,250.00	1.54%
EXPENSES								
<i>61 - Salaries</i>								
61010.01	Salaries Regular	2,660,813.51	2,761,141.82	812,245.42	2,836,736.20	2,982,591.00	3,162,331.00	6.03%
61015.00	Salaries Overtime Default	300,662.87	305,558.58	71,374.97	280,000.00	262,500.00	270,000.00	2.86%
61030	Shift Differential	28,982.75	25,166.41	9,603.70	30,000.00	37,376.00	37,376.00	0.00%
61068	Bonus Pay	2,000.00	2,000.00	2,500.00	5,000.00	6,000.00	6,000.00	0.00%
<i>Account Classification Total: 61 - Salaries</i>		\$2,992,459.13	\$3,093,866.81	\$895,724.09	\$3,151,736.20	\$3,288,467.00	\$3,475,707.00	5.69%
<i>62 - Benefits</i>								
62002	Health/Medical Benefits	580,736.96	611,200.39	174,429.37	500,000.00	596,717.00	737,850.00	23.65%
62003	Social Security (FICA)	221,529.90	229,518.77	65,914.18	235,000.00	257,295.00	260,678.00	1.31%
62004	Retirement (IPERS)	264,039.79	270,299.85	77,785.41	270,000.00	271,112.00	287,825.00	6.16%
62007	Deferred Compensation Allowance	13,445.50	14,191.50	336.00	15,000.00	15,000.00	15,000.00	0.00%
62010	Meal Reimbursement (IRS)	165.00	197.00	36.00	350.00	500.00	350.00	-30.00%
62014	Moving Expense Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
<i>Account Classification Total: 62 - Benefits</i>		\$1,079,917.15	\$1,125,407.51	\$318,500.96	\$1,020,350.00	\$1,140,624.00	\$1,301,703.00	14.12%
<i>63 - Capital Outlay</i>								
63071.02	Tech & Equip Other Equipment	448,484.63	330,170.53	2,312.40	368,000.00	368,000.00	378,000.00	
<i>Account Classification Total: 63 - Capital Outlay</i>		\$448,484.63	\$330,170.53	\$2,312.40	\$368,000.00	\$368,000.00	\$378,000.00	2.72%
<i>64 - Purchase Services & Expenses</i>								
64010	Travel	10,828.38	14,508.85	8,027.54	15,000.00	15,000.00	15,000.00	0.00%
64011.00	Schools of Instruction General	35,439.29	25,364.22	3,281.20	35,000.00	37,657.00	35,000.00	-7.06%
64014.00	Employee Development General	628.57	594.43	0.00	2,000.00	2,000.00	3,000.00	50.00%
64014.03	Employee Development Employee Recognition	882.11	780.21	0.00	800.00	800.00	1,000.00	25.00%
64015	Public Notices	593.73	630.68	70.27	700.00	800.00	800.00	0.00%
64016	Memberships	3,572.00	2,557.00	2,512.00	2,512.00	2,519.00	2,600.00	3.22%
64018.02	Maintenance Buildings	10,475.25	2,523.82	9,826.00	15,000.00	15,000.00	15,000.00	0.00%
64018.03	Maintenance Equipment	275,952.06	186,245.83	153,255.83	257,000.00	257,000.00	257,000.00	0.00%
64018.04	Maintenance Computer Software	588,442.97	579,493.19	238,454.87	515,000.00	515,000.00	530,000.00	2.91%
64027	Postage & Shipping	130.98	199.39	169.03	350.00	400.00	350.00	-12.50%
64028.03	Telephone Cellular	8,252.99	3,458.02	1,464.17	5,800.00	6,000.00	6,000.00	0.00%
64028.05	Telephone Other	63,474.21	65,849.54	12,912.93	68,000.00	68,289.00	68,289.00	0.00%
64031.01	Utilities Electric	81,312.38	65,690.00	28,543.53	75,200.00	75,200.00	75,200.00	0.00%
64031.04	Utilities Water	1,797.23	1,795.47	466.55	2,500.00	2,785.00	2,500.00	-10.23%
64031.05	Utilities Water Miscellaneous	705.60	352.80	352.80	720.00	775.00	750.00	-3.23%
64031.06	Utilities Sewer	652.53	638.63	117.34	550.00	550.00	550.00	0.00%
64032	Commercial Services	162,785.52	169,480.96	84,372.51	250,000.00	300,000.00	300,000.00	0.00%
64037	Professional Services	282,645.67	286,605.60	0.00	300,000.00	302,650.00	303,000.00	0.12%
64040	Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
64042	Recruitment	54.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%

Requested FY 2016-2017 SECC Budget

Account Number	Account Description	2015 Actual Amount	2016 Actual Amount	2017 Actual Amount	2017 Estimated Amount	2017 Adopted Budget	2018 Budget Requested	% of Change
64055.02	Insurance Premiums Workers Compensation	4,634.00	5,861.00	12,467.00	12,467.00	10,000.00	14,000.00	40.00%
64055.04	Insurance Premiums Property Liability	39,481.00	0.00	0.00	0.00	40,000.00	40,000.00	0.00%
64055.06	Insurance Premiums Professional Liability	12,000.00	101,187.00	0.00	35,000.00	14,000.00	15,000.00	7.14%
64058	Unemployment Compensation	847.29	0.00	0.00	2,500.00	7,000.00	7,000.00	0.00%
64114.01	800 MHz Access Fees	513,864.88	498,447.60	135,651.60	550,000.00	558,522.00	558,522.00	0.00%
64114.03	800 MHz Maintenance Costs	150,934.68	197,700.36	50,726.12	167,000.00	167,084.00	169,000.00	1.15%
64149	Other Expense	80.00	80.00	0.00	250.00	500.00	250.00	-50.00%
<i>Account Classification Total: 64 - Purchase Services & Expenses</i>		\$2,250,467.32	\$2,210,044.60	\$742,671.29	\$2,314,349.00	\$2,400,531.00	\$2,420,811.00	0.84%
<i>66 - Supplies & Materials</i>								
66012.00	Supplies General	19,014.12	30,684.88	787.41	35,000.00	38,000.00	35,000.00	-7.89%
66012.02	Supplies Office Printing	0.00	0.00	0.00	750.00	1,000.00	750.00	-25.00%
66016.01	Vehicle Supplies Fuels & Lubricants	591.49	0.00	0.00	1,500.00	2,000.00	1,500.00	-25.00%
<i>Account Classification Total: 66 - Supplies & Materials</i>		\$19,605.61	\$30,684.88	\$787.41	\$37,250.00	\$41,000.00	\$37,250.00	-9.15%
<i>67 - Debt Service</i>								
67010	Principal on Indebtedness	405,000.00	420,000.00	0.00	440,000.00	440,000.00	460,000.00	4.55%
67011	Interest on Indebtedness	432,192.50	418,828.98	0.00	403,078.00	403,078.00	385,257.00	-4.42%
67017	Davenport Temp Dispatch Repayment	517,441.76	0.00	0.00	0.00	0.00	0.00	
<i>Account Classification Total: 67 - Debt Service</i>		\$1,354,634.26	\$838,828.98	\$0.00	\$843,078.00	\$843,078.00	\$845,257.00	0.26%
EXPENSES Total		\$8,145,568.10	\$7,629,003.31	\$1,959,996.15	\$7,734,763.20	\$8,081,700.00	\$8,458,728.00	4.67%
Fund REVENUE Total: 489 - EMA/SECC Fund		\$7,456,241.88	\$7,009,304.78	\$1,776,132.51	\$7,256,700.00	\$7,338,200.00	\$7,451,250.00	1.54%
Fund EXPENSE Total: 489 - EMA/SECC Fund		\$8,145,568.10	\$7,629,003.31	\$1,959,996.15	\$7,734,763.20	\$8,081,700.00	\$8,458,728.00	4.67%
Fund Total: 489 - EMA/SECC Fund		(\$689,326.22)	(\$619,698.53)	(\$183,863.64)	(\$478,063.20)	(\$743,500.00)	(\$1,007,478.00)	
REVENUE GRAND Totals:		\$7,456,241.88	\$7,009,304.78	\$2,283,949.60	\$5,409,354.32	\$6,989,286.00	\$7,451,250.00	6.61%
EXPENSE GRAND Totals:		\$8,145,568.10	\$7,629,003.31	\$2,324,491.82	\$5,485,837.52	\$7,951,023.00	\$8,074,200.00	1.55%
Grand Totals:		(\$689,326.22)	(\$619,698.53)	(\$40,542.22)	(\$76,483.21)	(\$961,737.00)	(\$622,950.00)	
Ending Fund Balance		\$2,399,548.00	\$1,773,851.00	\$1,733,308.78	\$1,295,787.80	\$812,114.00	\$672,837.80	
Total Fund expenditures		\$8,145,568.10	\$7,629,003.31	\$1,959,996.15	\$7,734,763.20	\$8,081,700.00	\$8,458,728.00	
Adjusted for recurring only		7,179,641.71	7,298,832.78	1,957,683.75	7,366,763.20	7,713,700.00	8,080,728.00	
Fund Balance as a percentage of expenditures		29%	23%	88%	17%	10%	8%	
Fund Balance as a percentage of recurring		33%	24%	89%	18%	11%	8%	

Description	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	Unprogrammed Needs
Back Up Construction	-	-	-	-	-	-	-
Carpet Replacement	-	-	28,500	-	-	30,000	-
General Grounds Replacement	2,500	2,500	2,500	2,500	5,000	5,000	-
UPS Battery Replacement	-	-	-	30,000	30,000	-	-
Grounding System	-	-	6,000	6,000	-	-	-
Audio Visual Replacement	3,000	3,000	3,000	3,000	3,000	3,000	-
PC Replacements	-	-	40,000	-	-	40,000	-
Laptop Replacements	-	15,000	-	-	15,000	-	-
Monitor Replacements	7,500	2,500	7,500	2,500	7,500	7,500	-
Radio PC Replacements	-	40,000	-	-	40,000	-	-
Phone PC Replacements	40,000	-	-	40,000	-	-	-
Fire RMS Software	-	-	-	-	-	-	-
Misc IT Hardware	15,000	15,000	10,000	15,000	15,000	15,000	-
Servers	-	-	-	60,000	-	-	-
P25 Radio System	200,000	300,000	-	-	-	-	-
Storage	-	-	-	-	100,000	-	-
Network	-	-	-	-	-	-	300,000
NWS Upgrades/Updates	-	-	-	50,000	-	50,000	-
9-1-1 Network	100,000	-	100,000	-	-	-	300,000
Total Capital Purchases Needed	368,000	378,000	197,500	209,000	215,500	150,500	600,000
Total Requested from Fund Balance							
Total Capital Budget Requested							