



TECHNICAL ADVISORY COMMITTEE MINUTES  
TUESDAY, JUNE 16, 2020, 2:00 P.M.

**Board Members Present:** Bettendorf Police Chief Keith Kimball, Bettendorf Fire Chief Steve Knorrek, EMS Executive Director Linda Frederiksen via phone, Scott County EMS Representative Dr. Richard Vermeer via phone, Rural Police Representative Chief Dave Kopatich, & Scott County Conservation Director Roger Kean.

Others Present: Stacey Bollinger, Cameo Echelberger, Tracey Sanders, Al Poirer, Justin Paul, Paul Hartman, Troy Said, Robb MacDougall, & Sam Fleege.

Chair Kimball called the meeting to order at 2:02 p.m.

Due to a technical glitch last month's meeting has no minutes.

**Comments from the Public:** None

**Technology Update:**

**a. SECC Update:**

Bollinger advised the test environment was upgraded on May 28 & 29, with the additional work of separating the test database from the production database. The test environment is now on a stand-alone server. Worked with Scott County GIS Coordinator to adjust settings of the GIS data needed for New World software. Testing is ready to begin.

Production environment is scheduled to be upgraded on August 12.

**b. Scott County IT Update:**

Maintenance will take place tonight.

**c. RACOM Update:**

Sam Fleege advised that they have started preventative maintenance once again. They hadn't been due to COVID19. Getting parts for the portable radios continues to be problematic.

**Radio Project Update:**

Sanders advised Edge, our civil engineer, expects to release the bid documents for all tower sites on June 25. Bids will be advertised on June 28 and again July 26. A pre-bid meeting is scheduled for July 8. Bids will be due August 5 at 2 pm, with a public bid opening that same day at 2:30 pm Bids should be on SECC Board's agenda at the August 20 board meeting.

Sanders advised the Special Use Permit from the Zoning Board of Adjustment for the Walcott site was received on May 27. Once the final environment and historic preservation approvals are approved, our attorney will proceed to close on the purchase of that site.

Sanders advised that approvals for state historic preservation for the Walcott & Buffalo sites have stalled due to COVID19. The approvals require local Native American tribal office to approve and those offices have been closed the past few months due to the pandemic.

Sanders advised that meetings continue to happen between all agencies to verify device counts and the options available for the radios. Installation work at the backup center and main center should begin in July as Racom begins to move existing systems & make room for new equipment. Plan is to install at the backup center first and to implement training before transitioning to installation at the main center.

**Administrative Team Report Discussion:**

Sanders advised the three new dispatch trainees are doing well, they are currently in their NCIC/Info-1 phase. Starting next week, Keely will advance to the Info-2 phase; Shelly & Brandi will begin their police dispatch phase for Bettendorf & Scott County.

Sanders advised SECC is preparing offers of employment to 3 new hire dispatchers; target start date is July 27. An eligibility list of ten candidates was also created to use for the next year.

Sanders advised that SECC Administrative Assistant, Cameo Echelberger will be leaving her duties. No end date has been established. We are hopeful to get a new assistant hired and trained before Cameo has to leave.

Sanders advised that staff has been doing a great job with quality assurance. Audits are showing a compliance level of 95% or higher in 5 of 6 categories.

**The next meeting is scheduled for Tuesday, July 21, 2020 at 2:00 p.m.**

Chief Kimball adjourned the meeting at 2:27 p.m.