

★ Roll Call Number

Agenda Item Number

13

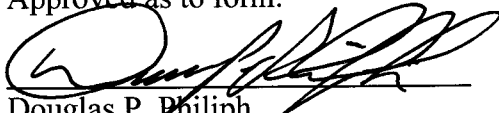
Date 12/23/2013

Recommendation from the Chief of Police to appoint Major Doug Harvey as the Primary Representative for the City of Des Moines to the Polk County E911 Service Board for a one year term, and;

Recommendation from the Chief of Police to appoint Sandra Morris, Police Communications Supervisor, as a secondary representative for the City of Des Moines to the Polk County E911 Service board for a one year term.

Moved by \_\_\_\_\_ to adopt

Approved as to form:



Douglas P. Philip  
Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
MOORE				
HENSLEY				
MAHAFFEY				
V655				
GRIESS				
TOTAL				

**CERTIFICATE**

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

MOTION CARRIED APPROVED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Polk County E911 Service Board

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November 1<sup>st</sup>, 2013

Polk County E911 Service Board Members

RE: Membership Reporting

The State of Iowa recently revised the Administrative Rules governing joint E911 Service Boards. The following change was made:

***605-10.3(1) f: The joint E911 service board shall annually submit a listing of members, to include the political subdivision they represent and, if applicable, the associated 28E agreement, to the E911 program manager. A copy of the list shall be submitted within 30 days of adoption of the operating budget for the ensuing fiscal year and shall be on the prescribed form provided by the E911 program manager.***

All political subdivisions are being requested to verify their Polk County E911 service member designee and their contact information. Information regarding meetings and reports will be distributed via email. All individuals appointed need a valid email address.

For the 2014 calendar year, we are requesting that appointment confirmations be returned to the Polk County E911 Service Board no later than *February 1<sup>st</sup>, 2014* at the following address [Samantha.Brear@polkcountyiowa.gov](mailto:Samantha.Brear@polkcountyiowa.gov) or fax it to 515-323-5256. Please complete the attached form and submit it along with a copy of the official action taken by your governing body to make the appointment.

Should you have any questions regarding this request, please do not hesitate to contact the Service Board at the email address listed above or you may contact Samantha Brear, Polk County Emergency Management, at 515-286-2107, 1907 Carpenter Avenue, Des Moines, Iowa.

Your prompt attention to this request is greatly appreciated.

Polk County E911 Service Board