CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

ITEM: Motion – Approval to enter into an agreement with Locality Media, Inc. dba First Due software and make payment.

DATE: December 18, 2023

FINANCIAL IMPACT: The City authorizing the expenditure of **$67,500.00** to come out of account GL Account 100.650.655.5250.411. This expense is included in the FY23-24 budget.

BACKGROUND: West Des Moines Fire Department (WDMFD) is currently using a records management system (RMS) that does not meet the needs of an accredited fire department. The move to Locality Media, Inc. dba First Due ("First Due") is an effort to separate electronic patient health care reporting (ePCR) and fire department records management. The ePCR software that WDMFD and WDMEMS currently uses is working well and will stay in place for both departments. The new RMS software will integrate much better with WDMFD operations and the WDM IT environment. An assessment team was able to travel to another accredited fire department in the state and see the software being utilized.

OUTSTANDING ISSUES (if any): none

RECOMMENDATION: Approve the agreement with Locality Media, Inc. dba First Due.

Lead Staff Member: Jason Lantz, BSC4

STAFF REVIEWS

Department Director	Joe Menke
Appropriations/Finance	Tim Stiles
Legal	Jessica Grove
Agenda Acceptance	Ryan Jacobson

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	