

# JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

330 N. BENCH STREET  
GALENA IL 61036  
PHONE: (815) 776-9310  
FAX: (815) 777-9284

JO DAVIESS COUNTY  
COMMUNICATIONS  
LAW\*FIRE\*EMS



## MINUTES FOR THE REGULAR MEETING OF MARCH 4, 2015

**CALL TO ORDER:** The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:01 pm in the Jo Daviess County Sheriff's Office Conference Room, 330 North Bench Street, Galena, Illinois.

**ROLL CALL:**

Board Members Present:	Bob Conley, Bill Kimball, Greg Millerschone, Michael Staver and RJ Winkelhake
Board Members Absent:	Nate Johnson and Helen Kilgore
Others Present:	Mary Althof, Mike Moser, Ben Petitgout and Ron Smith

A quorum was established.

**PUBLIC COMMENTS:** NONE

**CORRESPONDENCE:** Bill Kimball commented that Dan Reimer drafted an Ordinance Amending the Code of Ordinances of Jo Daviess County, Illinois Title 3, Board and Commissions, Chapter 2 Emergency Telephone System Board, Section 7 Powers and Duties which has been sent to the States Attorney's office for review and will be going to the County Board on March 10, 2015.

**LEGISLATION:** Moser sent Kimball an update about the 729 which is the provision that gives the ICC the authority to withhold funding if you don't complete certain reports that are required by statute. We are up to date, so this is not a concern.

**MEETING MINUTES:** The February 4, 2015 meeting minutes were approved as presented.

**FINANCIAL REPORTS:** The FY Monthly Financial Statements were approved as presented to submit for audit. The total accounts payable claim is \$6,386.19. **RJ Winkelhake made a motion to approve the accounts payable for February 2015 in the amount of \$6,386.19. Seconded by Michael Staver and motion passed.**

## REPORTS

- A. **Sheriff's Report:** NONE
- B. **Coordinator's Report:** Mike Moser reported everyone received his written report tonight. NG: Last week we received a call from LR Kimball regarding our counties individual RFP's that are part of the larger group. This is a two phased approach. One was they were going to be doing the RFP for the ten county region and the other portion they were going to provide a product that would allow each individual ETSB to go out and bid if they needed or chose to at some point. As they were going through the system plan and putting these RFP's together they wanted to make everyone aware of the NG requirement. Our next physical meeting is April 7, 2015 with status calls every other week. Console Electric: The project was completed on February 26 and 27, 2015. Ben Petitgout will give update. CAD: We had a meeting with a few potentially interested Police Chiefs regarding participation in the project. One has since backed out due to potential costs. Training: Will be

discussed under new business. IDPH: Moser has a meeting with our system coordinator on March 11, 2015 to go over our system plan as well as the EMD waiver for Knox box operation.

- C. **Assistant Coordinator's Report:** Ben Petitgout reported that a vendor out of the Chicago area came in and put in two new non UPS circuits in the dispatch room last week, one for each console so that you can plug in heaters and non critical equipment. In the event you trip a breaker you don't take down the computers. They also installed two new UPS circuits to break up console three and console two so now they stand alone in the event we trip a breaker we don't lose two consoles at a time. We also had a FOIA request a couple of weeks ago from a software vendor, New World Systems, for our RFP's and the final contract we awarded for the Public Safety software upgrade. We do not know why they sent a FOIA request because they never requested an RFP or bid the project. The FOIA request has been completed. Petitgout has completed his annual FOIA officer certification.

## UNFINISHED BUSINESS

### NEW BUSINESS:

- A. **Discussion and possible action on Power Phone Just in Time online training.** We are currently using Power Phone online training. The cost is \$89 - \$109 per person per year. Moser recommends we sign up with Power Phone. Rock River Region EMS online training resources just got back to us yesterday. No one is currently using this so they would like us to do a pilot program. Moser was offered a three month trial at a cost of \$30. If we pay the cost of the trial and give them feedback they will pick up the entire cost for all nine staff members for a one year contract which would have been a cost of \$120 per person. Moser will do the trial and if promising will sign everyone up. The online training is at myemdcass.com. **Bill Kimball made a motion to approve funding for Power Phone Just In Time online training for dispatchers at a cost up to \$109 per person per year, not to exceed \$1,000.00. Seconded by RJ Winkelhake and motion passed.**
- B. **Discussion and possible action on Rock River Region EMS online training resources.** This item was discussed along with the prior item.

CLOSED SESSION: NONE

**BOARD MEMBER CONCERNS:** Bill Kimball commented that Greg Millerschone will be retiring from the Emergency Telephone System Board in the next couple of months. We are looking for someone to fill his vacant seat and would like to have representation from the east end of the County.

**PUBLIC COMMENTS:** Ron Smith commented on iFiber. Smith will be meeting with Representative Stewart and Governor Rauner at 2:30 p.m. tomorrow in Freeport. He will share our concerns on the Sunset Clause and 9-1-1 funding.

### ADJOURNMENT:

The meeting adjourned at 7:37 pm following a motion made by Bob Conley and seconded by Mike Staver.

Next meeting date is Wednesday, April 1, 2015 in the Sheriff's Conference Room.