

# JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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JO DAVIESS COUNTY  
COMMUNICATIONS  
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## MINUTES FOR THE REGULAR MEETING OF APRIL 1, 2015

**CALL TO ORDER:** The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:00 pm in the Jo Daviess County Sheriff's Office Conference Room, 330 North Bench Street, Galena, Illinois.

**ROLL CALL:**

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

A quorum was established.

**PUBLIC COMMENTS:** Ben Petitgout welcomed Kevin Stewart as a guest to the committee. It is his hope that Kevin will fill the vacancy on the board when Greg Millerschone steps down in May.

### CORRESPONDENCE:

**LEGISLATION:** Mike Moser reported that Sheriff Turner heard from a fellow Sheriff who is working with the state group, that a surcharge increase to .87 could be a possibility; but, it would be premature to budget for that. The group had to convince the governor not to allow the Sunset Clause to take place. The other legislative issue revolved around not supporting a bill to allow for a specific trauma center funding, which was passed on to Administrator Reimer and Chairman Kimball.

**MEETING MINUTES:** The March 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 \$6,524.99. **Michael Staver made a motion to approve the accounts payable for March 2015 in the amount of \$6,524.99. Seconded by Helen Kilgore and motion passed.**

### REPORTS:

- A. **Sheriff's Report:** Sheriff Turner recently attended the Illinois Sheriff's Association Spring Training.
- B. **Coordinator's Report:** NG: Mike Moser reported that LR Kimball sent out the draft technical spec for the individual county as well as the regional group RFP. They spoke briefly about them on their status call as well as the need to discuss some strategic portions of the project, such as mapping and networks; however, we will go over them more in depth at the April 7<sup>th</sup> meeting. Moser has asked Bruce Habel with our IT Dept. to attend this session as well. CAD: With the proposed funding cuts at the state level, there has been concern about local funding to allow the local police departments to participate in this project. Spillman has offered to extend the payments by an additional year; however, Moser does not know if that will be enough to sway the project money away from other critical purchases (such as vests or squads). Ben Petitgout will be attending a meeting with the City of Galena on Thursday (4/2/15). We received an invitation to the national Spillman Users Group Conference in Utah, as well as the Midwest Users Group session, in May. This will be addressed in new

business. Training: We are starting the online training with Powerphone after some computer glitches and firewall issues. Moser has also started the trial project as requested by Rock River Region EMS. Too early in the process to say how this will go as we had to work through some technical glitches. IDPH: Moser met with our resource hospital on the 11<sup>th</sup>. He indicated that he would draft the proposed system plan and forward to Moser for review. He indicated that the new system plan would take into account the Knox box manning, which would negate the need to request a yearly waiver.

- C. **Assistant Coordinator's Report:** Ben Petitgout reminded the board that elections for vice-chair and secretary will take place at the May 6<sup>th</sup> meeting.

#### UNFINISHED BUSINESS:

#### NEW BUSINESS:

- A. **Discussion and possible action on Dispatch Mapping Support Project Agreement.** This is the same contract as day one. It is a six month contract and the last one has expired. We just need to do a new six month contract. Helen Kilgore made a motion to accept the Dispatch Mapping Support Project Agreement with GeoComm from April 1, 2015 through September 30, 2015 in the amount of \$4,020.00 to be paid in a monthly amount of \$670.00 from the maintenance account. Seconded by Nate Johnson and motion passed.
- B. **Discussion and possible action on the Spillman Midwest Users Group 2015 Annual Meeting and Training Workshop.** This workshop will be the end of May in Effingham and would be good for users to attend. Mike Moser, Ben Petitgout and Bruce Habel (IT Dept.) would like to attend. There would be expenses for fuel, hotel rooms and per diem for meals. Bill Kimball made a motion to approve up to \$250 per person for three people (not to exceed \$750.00) to attend the Spillman Midwest Users Group 2015 Annual Meeting and Training Workshop. Seconded by Helen Kilgore and motion passed.

#### CLOSED SESSION: NONE

**BOARD MEMBER CONCERNS:** Bill Kimball commented that we are seeking a replacement for Greg Millerschone who's last meeting will be next month and he hopes Kevin Stewart will be interested in joining the ETSB Board. Next month we will have the election of the vice-chair and secretary. Kimball hopes those officers will choose to run again. Mike Moser commented that the generator did an emergency shut down when it was running a self-test. The service technician believes it was just a vibration that triggered the switch. If we continue to have problems it could be that the control panel possibly needs to be replaced. That generator was installed in 2001. Moser requested that a budgetary quote be included with the repair invoice. Bill Kimball also commented that he will be meeting with Melisa Hammer and Dan Reimer in May to transfer fixed assets. Sheriff Turner indicated he is willing to take control of all the ETSB fixed assets if the ETSB will take control of the software.

#### PUBLIC COMMENTS:

#### ADJOURNMENT:

The meeting adjourned at 7:35 pm following a motion made by Helen Kilgore and seconded by Michael Staver.

Next meeting date is Wednesday, May 6, 2015 in the Sheriff's Conference Room.