

# JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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JO DAVIESS COUNTY  
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## MINUTES FOR THE REGULAR MEETING OF MAY 6, 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, Bill Kimball, Bob Conley, Greg Millerschone and Michael Staver
Board Members Absent:	Helen Kilgore and RJ Winkelhake
Others Present:	Brenda Lohry, Mike Moser, Ben Petitgout, and Dan Reimer

A quorum was established.

**PUBLIC COMMENTS:** None

**CORRESPONDENCE:** Statement of Election Results and Order as to the Organization of the Warren Fire Protection District. Mike Moser reported. Warren Fire Protection District created by referendum. County Board Chair will be appointing members to the organization. Was subscriber based now tax levy will be collected. Mike is in process of making sure that in MSAG everything is clean based on legal description established and certified by judge.

**LEGISLATION:** Bill Kimball inquired on any update on sunset clause for wireless telephone act. Moser reported Region meeting on legislation to be held May 19 in which state of 911 in Illinois to be discussed. Our regional representative is expected to give an update at that meeting.

**MEETING MINUTES:** The April 1, 2015 meeting minutes were approved as presented.

**FINANCIAL REPORTS:** Bill Kimball reported that this board is keeping up with its commitments and we are in line with where we anticipated with budget. The Monthly Financial Statements were approved as presented to submit for audit. The total accounts payable claim is \$10,525.73. **Greg Millerschone made a motion to approve the accounts payable for April 2015 in the amount of \$10,525.73. Seconded by Nate Johnson and motion passed.**

### REPORTS:

- A. **Sheriff's Report:** None
- B. **Coordinator's Report:** NG: Overview of NG RFPs being worked on. Schematics presented on current and proposed NG call processing. One RFP option is multi-county system and a second RFP option is for Jo Daviess County and other counties to upgrade their systems individually to NG. NG system is intended to be a shared system. Moser proposes we go with multi-county regional system but this requires other counties to want to be in the system with us.
- C. **Assistant Coordinator's Report:** Ben Petitgout reported on Spillman software upgrade. Stockton PD and Galena PD have approved, Warren PD is in the process; East Dubuque we are still working on, as well as other smaller ones. Fire Departments and ambulance services have been given user agreements. Apple River and

East Dubuque not signed yet. Ben asked for board members to give notice if they could not attend board meetings so that others on the board will know if a quorum can be established and the meeting take place. Mike Moser reported that we have signed up for the Midwest Users group.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A. **Election of Vice-Chairman.** Bill Kimball asked for nominations for someone to serve as Vice-Chair. Bill Kimball nominated Michael Staver to serve. As no other nominations were received, **Bill Kimball made a motion to elect Michael Staver by acclamation. Seconded by Greg Millerschone and motion passed.**
- B. **Election of Secretary.** As no nominations were received, **Bill nominated and made a motion to elect Helen Kilgore by acclamation. Seconded by Michael Staver. Motion passed.**
- C. **Board Member Resignation.** Board received a letter of resignation from Greg Millerschone who has served on the board for 10 years. **Bill Kimball made a motion to accept this resignation. Seconded by Bob Conley. Effective at adjournment of meeting on May 6. Motion passed.**
- D. **Appointment of New Board Member.** Kevin Stewart has indicated willingness to serve on the ETSB. **Bill Kimball moved to recommend to Board to appoint Kevin to fill Greg Millerschone vacancy. Greg Millerschone seconded the motion. No discussion and no other recommendations. Motion passed.**
- E. **Discussion of retaining County Administrator's Office to Provide Recording Secretary for FY 16.** No action taken and Bill Kimball tabled the action until future budget discussions arise.
- F. **Telecommunications Week.** Mike Moser presented. Telecommunications Week was the week of April 12. Discussion took place of past practice of presenting telecommunicators with Chamber Bucks in appreciation of the work they do. Bill Kimball asked for recommendations for this year. Mike Moser offered to research some ideas with budget guidance. No action was taken at this meeting as published meeting agenda only indicated discussion and not action. Action on the matter has been tabled until the June meeting of the ETSB.

**CLOSED SESSION:** None

**BOARD MEMBER CONCERNS:** Welcome extended to new secretary Brenda Lohry. A conference call was held with consultant RD Porter of the L.R. Kimball firm in order for this Board to better comprehend the options being offered for the NG system. Mr. Porter went through the schematics presented by Coordinator Mike Moser showing our current analog system and the proposed NG systems. Moser informed Board of our current back up situation with Whiteside County. Moser also reminded the Board of a recent outage. Kimball indicated NG full i3 system is cost prohibitive for one county unless we entered into agreement with other counties/centers to share cost. Moser recommended to the Board that we go with a shared system for technology reasons, financial reasons, and the protection it offers in case of outage. Ben indicated that other RFPs are coming from L.R. Kimball for individual Jo Daviess system and a group system. End of life for our current 911 system was January 2015, replacement parts are not available for current hardware. Further discussion will follow at future meetings. Phone replacement for the county will be part of the project with the new system. RD Porter will provide us with an idea of cost. Mike Moser reminded the Board of a recent generator issue. If controller fails in future, no support is available and the controller would need to be replaced. A new controller will be in \$1600-\$2000 range.

**PUBLIC COMMENTS:** None.

**ADJOURNMENT:**

The meeting adjourned at 8:10 p.m. following a motion made by Mike Staver and seconded by Nate Johnson.

Next meeting date is Wednesday, June 3, 2015 in the Sheriff's Conference Room.