

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



BOARD REPORT

CHAIRPERSON: Bill Kimball

DATE/TIME: August 5, 2015 @ 7:04 p.m.

PRESENT:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Bill Kimball | <input type="checkbox"/> Bob Conley | <input checked="" type="checkbox"/> Nate Johnson |
| <input checked="" type="checkbox"/> Helen Kilgore | <input checked="" type="checkbox"/> Michael Staver | <input type="checkbox"/> Kevin Stewart |
| <input checked="" type="checkbox"/> RJ Winkelhake | | |

A quorum was established.

Other Board Members:

Others: Mike Moser, Ben Petitgout, Brenda Lohry

1. Public Comments

None

2. Correspondence

None

3. Legislation

Mike Moser informed the committee that one component of SB96 is that the lock boxes manned by the fire department will be eliminated. Further discussion will be held with 911 reps at upcoming meetings to determine any action counties might want to take to notify the public.

Without an Illinois state budget approved, 911 revenue checks will not be sent to us. We do have reserves.

4. Minutes Approval

The July 1, 2015 meeting minutes were approved as presented.

5. Financial Reports

- The monthly Financial Statements were reviewed and filed for audit.
- The total accounts payable claim is \$12,985.08. **Helen Kilgore made a motion to approve the accounts payable for June 2015 in the amount of \$12,985.08. Seconded by RJ Winkelhake and motion passed.**

6. Reports

- Sheriff's Report – None
- Coordinator's Report – See attached.
Mike Moser reported that a representative from Spillman will be in our office on September 14 to work on the server and software for new CAD records management. Bill Kimball questioned if our 911 project with Kimball will interface with the new state-wide 911 administrator project. Moser reported that it will because regional infrastructure we put in will tie in and become part of the state infrastructure.
Mike Moser will be attending a resuscitation workshop on August 11.
The NG project is moving forward with the various approval processes.
- Assistant Coordinator's Report

Our IT department installed a new computer on one of the consoles today in preparation for migration to Spillman. Go-live is expected May or June 2016.

7. Unfinished Business

- a) Discussion of retaining County Administrator's Office staff for Recording Secretary for fiscal year '16. Brenda is leaving the County. Bill Kimball has budgeted for a recording secretary in the Round 1 estimates. Further discussion on this matter tabled to the next meeting pending discussion with the County Administrator.

8. New Business

- a) Discussion and possible action on renewal of NG911 maintenance contract with Cassidian Communications to end of system life on 1/26/16. Mike Moser shared a partial year contract with Cassidian valid until 1/26/16, after which time Cassidian will not support RescueStar. The partial-year contract, through 1/26/16, was paid under this month's claims. The contract needs Bill Kimball's signature. NG911, Inc. owner offered to continue to support us for a period of time after January 26, 2016 and Mike Moser requested a contract for that support. Mike is waiting for a response. When that contract is received it will be reviewed by the State's Attorney.
- b) Discussion and possible action on entering a contract with CDI-Infrastructure, LLC dba L.R. Kimball for the facilitation, coordination and collaboration of the ten participating 9-1-1- NINGA Emergency Telephone Service Boards (ETSBs) in order to garner agreement on the shared services initiative to share costs and update NG9-1-1 equipment and technology. Jo Daviess County's share of the cost is \$9,482.20. **Bill Kimball made a motion that the Board approve the contract for the next phase of the 911 project in the amount of \$9,482.20. The motion was seconded by RJ Winkelhake.** Discussion followed on the expected start date of this 911 service and interim service and potential problems. **Motion passed.**
- c) Discussion and possible action on purchasing CDW-G VM Ware Workstation Licenses (3) in the amount of \$672.75. Helen Kilgore made a motion to approve purchasing CDW-G VM Ware Workstation licenses. **The motion was seconded by RJ Winkelhake.** Discussion followed on what this software will do for us. Funds will be taken from the Contingency Fund. **Bill Kimball amended the motion to designate the funds for the CDW-G VM Ware Workstation licenses come from the contingency fund. RJ seconded this motion. All were in favor of approving the amended motion. Bill Kimball restated the original motion to pay CDW-G VMWare the amount of \$672.75 for VMWare workstation licenses. No further discussion. Motion passed.**
- d) Discussion and possible action on the ETSB/911 budget. Bill Kimball presented expense estimate notes for discussion with the Board. **Bill Kimball made a motion to give approval to Round 1 of the budget process. Helen Kilgore seconded the motion. Motion passed.**
- e) Discussion and possible action on Jo Daviess County attendance at Annual Illinois Public Safety Telecommunications Conference, Springfield, IL in November 2015. **Helen Kilgore made a motion to send three people to the conference November 1-4 at a cost of \$1375. Motion seconded by Bill Kimball.** Discussion followed on past attendance. Cost estimate is \$1375. Conference is open to board members. **Motion passed.**
- f) Discussion and possible action on changing the ETSB meeting night. Discussion on conflicting schedules but no further action needed or motion made.

9. Closed Session – None

10. Board Member Concerns

RJ Winkelhake advised this board that we are required to review closed session meeting minutes every six months. Bill Kimball received a resignation from board member Bob Conley and Ben Petitgout asked the board to reach out to others to find a replacement.

11. Public Comments

12. Adjournment

Meeting adjourned at 8:08 p.m. following a motion made by Michael Staver which was seconded by Nate Johnson. Motion passed.

Next meeting date is Wednesday, September 2, 2015 in the Sheriff's Conference Room.