

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 SEPTEMBER 7, 2016

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:04 pm in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present:

Bill Kimball, Kevin Stewart, RJ Winkelhake, Helen Kilgore, and Michael Staver

Board Members Absent: Nate Johnson and Matt Judges

Others Present: Sgt. Mike Moser, Ben Petitgout and Stacy Meade

A quorum was established.

PUBLIC COMMENTS: None at this time.

CORRESPONDENCE: None at this time.

MEETING MINUTES: The August 3, 2016 meeting minutes were approved as presented.

FINANCIAL REPORTS: August financial reports were reviewed. The Monthly Financial Statements were approved as presented to submit for audit. The total accounts payable claim for August 2016 is \$1,920.34. **Kevin Stewart made a motion to approve the accounts payable claim for August 2016 in the amount of \$1,920.34. The motion was seconded by RJ Winkelhake and motion passed.**

REPORTS:

- A. **Sheriff's Report:** No report at this time.
- B. **Coordinator's Report:** Sgt. Mike Moser, ETSB Coordinator, advised that all contracts pertaining to the NG project were delivered with down payment on or before the August 31 meeting in DeKalb. Work on documentation is commencing with NG 9-1-1 Inc. on the process for state plan modification. Jo Daviess County is working with the States Attorney's Office, as well as NG 9-1-1 Inc., on the first FOIA inquiry on the project. Sgt. Mike Moser also advised that on August 24, he gave a well-received presentation to the Rotary Club of Galena regarding the NG project.
- C. **Assistant Coordinator's Report:** Ben Petitgout, ETSB Assistant Coordinator, updated on the Spillman software process. It is still a work in process. There was a meeting recently with Jo Daviess County Sherriff's Dept., Galena PD and Stockton PD discussing any software tips and glitches. Warren PD was unable to attend.

UNFINISHED BUSINESS:

- A. Discussion and possible action on recommending any amendments needed to update Title 3, Chapter 2/Emergency Telephone System Board of the Jo Daviess County Code. Discussion regarding the changes to Title 3, Chapter 2/Emergency Telephone System Board of the Jo Daviess County Code to mirror the state statue. **Bill Kimball recommended moving forward the amendments needed to update Title 3, Chapter 2/ Emergency**

Telephone System Board of the Jo Daviess County Code to the appropriate committee for action. This motion was seconded by Helen Kilgore and the motion passed.

- B. Discussion and possible action on approving a Letter of Agency to assist with implementation of NG 9-1-1. Discussion regarding the need of the Letter of Agency with implementation of NG 9-1-1. **Bill Kimball** recommended approving the Letter of Agency to assist with implementation of NG 9-1-1 with amendment to include "No additional cost without prior approval of the Jo Daviess County ETSB". This motion was seconded by Kevin Stewart and motion passed.

NEW BUSINESS: None at this time.

CLOSED SESSION: None at this time.

BOARD MEMBER CONCERNS: Discussion regarding the need for an updated ETSB Roster list to be sent out.

PUBLIC COMMENTS: None at this time.

ADJOURNMENT: The meeting adjourned at 7:42 p.m. following a motion made by Michael Staver and seconded by Kevin Stewart.

Next meeting date is Wednesday, October 5, 2016 in the Jo Daviess County Sherriff's Conference Room. .