

**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 JANUARY 8, 2014

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: Greg Millerschone, Mickey Huseman, Aaron Abt, Helen Kilgore, Bill Kimball
Board Members Absent: Chris Allendorf, R.J. Winkelhake
Others Present: Ben Petitgout, Mike Moser, Dave Hachmeister, Ron Smith
A quorum was established.

PUBLIC COMMENTS: NONE

CORRESPONDENCE: NONE

LEGISLATION: NONE

MEETING MINUTES: December 4, 2013 meeting minutes approved on a motion by Mickey Huseman with second by Helen Kilgore. Motion Carried

FINANCIAL REPORTS: Chairman Abt submitted the balance sheet, revenue and expenditure statement for audit, and noted that the revenues were \$22,000 under budget. He requested that perhaps Coordinator Moser could look into any outstanding revenue payments from the State of Illinois and when those might be forthcoming. Claims Report for January 2014 in the amount of \$20,181.06 accepted unanimously on a motion by Aaron Abt seconded by Bill Kimball. Coordinator Moser did point out to the Committee that in checking the statement from AT&T, he found that the rate had changed significantly from the last billing statement. He will delve into this matter further and report back at the next meeting.

REPORTS

- A. **Sheriff's Report:** Deputy Chief Hachmeister reported that the radio system needs a repeater in Stockton at a cost of approximately \$6-7,000. This repeater will give better penetration of calls to area law enforcement. The Sheriff's Department is seeking monetary participation from ETSB and several other entities. The Committee agreed to take this under advisement and report back a consensus of opinion at the next meeting.
- B. **Coordinator's Report:** Mike Moser submitted his written report outlining the educational activity involving ETSB in the past month. Due to the Holiday season, there was not much detail to report. He and the Assistant Coordinator have been attending the RFP meetings on the CAD system and that RFP should be submitted by the end of January.

- C. **Assistant Coordinator's Report:** Ben Petitigout informed the committee that the reports due to ICC and the various Mutual Aid Agreements are ready to be sent. He also provided the committee with a Network Access Line Count graph and explained that while the number of landlines appear to be down 7.8%, the number of 9-1-1 calls in Jo Daviess County has seen an increase of 16.5%.

OLD BUSINESS

- A. **Assistant Coordinator's Position Description:** Aaron Abt motioned to approve the Assistant Coordinator's position description with the applicable changes discussed at the last meeting. Bill Kimball seconded the motion. Motion passed
- B. **Coordinator's Position Description:** There was a typographical error on the 3rd bullet point under Education and Experience. The "d" should be removed making the word "an" instead of "and". Bill Kimball moved with Aaron Abt seconding to approve the Coordinator's Position Description with this minor change. Motion Passed.

NEW BUSINESS:

- A: NG 9-11 RFP submitted to the Committee for consideration prior to publication. Each NG 9-11 member County will submit this RFP locally for publication.
- B. Quotes in the amount of \$46.50 for publication in The Flash and in the amount of \$24.70 for publication in The Galena Gazette at the next publication date of January 15, 2014 were accepted on a motion by Bill Kimball, seconded by Aaron Abt. Motion Passed.

BOARD MEMBER CONCERNS: Mickey Huseman expressed concern over the lack of radio reception when he was on a call on RT 5, North of Tranel Lane. He also informed the Committee that his term on the committee expires in April of 2014 and he will not seek reinstatement. County Board Chairman Ron Smith advised the committee that all members were required to take the Open Meetings Act certification online once and submit their certifications. The Open Meetings Act designee, Bill Kimball, will be required to take the certification yearly. All committee certifications should be submitted to the Administrator's Office. That office will then submit the certifications to the State of Illinois.

CLOSED SESSION: No closed session

ADJOURNMENT:

The meeting adjourned at 7:32 pm following a motion made by Bill Kimball and seconded by Mickey Huseman. Next meeting date is Wednesday, February 5, 2014 in the Sheriff's Conference Room.