

# JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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JO DAVIESS COUNTY  
COMMUNICATIONS  
LAW\*FIRE\*EMS



## MINUTES FOR THE REGULAR MEETING OF FEBRUARY 5, 2020

**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 Conference Room, 330 North Bench Street, Galena, Illinois.

**ROLL CALL:** Board Members Present: Bill Kimball, Jeff Wood, Steve Birkbeck, Steve Allendorf, and Michael Staver were physically present.

Board Members Absent: Kevin Stewart, and Helen Kilgore

Others Present: Michelle Bennett, and Assistant Coordinator Tom Lange

A quorum was established.

**PUBLIC COMMENTS:** None at this time.

**CORRESPONDENCE:** None at this time.

**LEGISLATION:** None at this time.

**MEETING MINUTES:** The January 8, 2020, meeting minutes were filed as presented.

**FINANCIAL REPORTS:** December financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for January 2020 is \$10,472.23. **Jeff Wood made a motion to approve the accounts payable claims for January in the amount of \$10,472.23. The motion was seconded by Michael Staver and motion passed.**

### REPORTS:

A. **Sheriff's Report:** None at this time.

B. **Coordinator's Report:** Sgt. Brandel is currently out on medical leave after having neck surgery. She provided a report to Chairman Bill Kimball. The report read; Good Evening everyone, I hope everyone is doing well, I'm on the mend and hope to be back soon. We had been having issues with receiving 911 calls from the Galena Nursing Home/assisted living. Their 911 calls were coming in as "No Record Found". I had contacted our phone company AT & T, and contacted the nursing homes IT department for them to contact their phone company, who is Call-One. After a couple of months of nothing being corrected, I finally contacted Tracy Bauer at Midwest Medical Center directly and the problem has been corrected. Dispatch has been advised to advise me if there are any other issues. After sending out an email, no one showed interest in attending the MABAS Conference for this year, so no one is being sent. I was planning to attend but that will no longer be possible. I will be looking to attend next years with one other person. I am proud to report Telecommunicator Micah Ransom will again this year be attending CPAC (Conservative Political Action Conference) in Washington D.C. at the end of February. He had attended last year too, and was recognized as one of the rising stars. I hope to hear from Nelson's systems soon as to when they will start installation of the new recording system. NINGA- DeKalb County is 100% approved by the State and ready for

installation. Ogle County's Financial Justification was approved by the state and they have submitted their 911 Modification Plan which should be approved very soon. Winnebago County is supposed to file next, but they are waiting on pricing and diagrams. I received pricing from Frontier yesterday for the financial Justification Plan. I am still waiting on final diagrams from NG 9-1-1 Inc. They are having a face to face meeting in DeKalb for NINGA on February 6<sup>th</sup>, Michael Ramsey is supposed to attend this meeting. The plan is to finish all of our plans at this meeting and to file all at one time. Jo Daviess County's plans are basically done they just need some tweaking, once I finally get the diagrams I need. I'm trying to work something out as far as a ride to try and get there, since I shouldn't be driving. I have not heard anything official, but since DeKalb County is 100% approved, the acquisition between NG 9-1-1 Inc. and Syndeo should be completed soon. I submitted the Annual State Reports on January 14<sup>th</sup>. I want to thank Tom Lange, Lori Wullweber and Amy Gonzalez for helping with my duties since I have been off. As always is you have any questions please let me know. Take care.

- C. **Assistant Coordinator's Report:** Tom reported that he and Sgt. Brandel were planning on going and visiting Grant County for a Rapid SOS demonstration the day Tina ended up going to the Dr. We will plan on going after she returns. We had an interesting phone issue. We had a failure with a transfer switch that allows us to go offline in an emergency and transfer our calls to Whiteside County, our backup PSAP. After some dealings with AT&T they were able to get the problem rectified. We have a back up to that switch. It takes a couple of extra steps but right now we have that as a failsafe in case we would have to evacuate the building and our transfer switch failed.

#### UNFINISHED BUSINESS:

#### NEW BUSINESS

- A. Discussion and possible action on approving funds in the amount of \$4500.00 to DataMaster for the Spatial Station Annual license for the period 2/29/20-2/28/2021 to be paid from the ETSB (911) Emergency Services Professional Service Acct (007-41128-702). **This item was approved in the claims, so no further action needs to be taken.**
- B. Discussion and possible action on approving funds in the amount of \$508.95 (ETSB's portion) of the Power Solution Services for a one (1) Year Maintenance Agreement (01/01/2020 to 12/31/2020) to be paid from the ETSB (911) Emergency Services Maintenance Acct (007-41128-710). **This item was approved in the claims, so no further action needs to be taken.**
- C. Discussion and possible action on approving the transfer of funds from the ETSB (911) Emergency Services Inter-Fund Transfer Acct (007-41128-990) in the exact amount needed, but not to exceed \$23,884.85, for the County to pay off the balance of the Installment Contract with First Community Bank for the Purchase of the Public Safety Radio Communications Equipment and Construction of Improvements to the Jo Daviess County Radio Communications System, as soon as practicable. **Steve Birkbeck made a motion to approve the transfer of funds from the ETSB (911) Emergency Services Inter-Fund Transfer Acct (007-41128-990) in the exact amount needed, but not to exceed \$23884.85, for the County to pay off the balance of the Installment Contract with First Community Bank for the Purchase of the Public Safety Radio Communications Equipment and Construction of Improvements to the Jo Daviess County Radio Communications System, as soon as practicable. The motion was seconded by Jeff Wood. Motion carries. Michael Staver abstained from this item.**
- D. Discussion and possible action on instructing the County Treasurer to withdraw \$400,000.00 of ETSB funds currently deposited in an account at First Community Bank of Galena and use the funds to purchase a 13 month CD

with a current interest rate of 1.65% Jeff Wood made a motion to approve the County Treasurer to withdraw \$400,000.00 of ETSB funds currently deposited in an account at First Community Bank of Galena and use the funds to purchase a 13 month CD with a current interest rate of 1.65%. The motion was seconded by Steve Birkbeck. Motion carries. Michael Staver abstained from this item.

**CLOSED SESSION:** None at this time.

**BOARD MEMBER CONCERNS:** Chairman Bill Kimball thanked everyone for attending this evenings meeting.

**PUBLIC COMMENTS:** None at this time.

**ADJOURNMENT:** The meeting adjourned at 7:24 p.m. following a motion made by Michael Staver and seconded by Steve Allendorf.

Next meeting date is Wednesday, March 4, 2020 in the Jo Daviess County Sherriff's Conference Room.