

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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JO DAVIESS COUNTY
COMMUNICATIONS
LAW*FIRE*EMS



MINUTES FOR THE REGULAR MEETING OF AUGUST 5, 2020

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:06 pm in the Jo Daviess County Board Room, 330 North Bench Street, Galena, Illinois.

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

Board Members Absent: Kevin Stewart, and Helen Kilgore.

Others Present: Tom Lange and Michelle Bennett were present electronically.

A quorum was established.

PUBLIC COMMENTS: None at this time.

CORRESPONDENCE: None

LEGISLATION: None

MEETING MINUTES: The July 2, 2020, meeting minutes were filed as presented.

FINANCIAL REPORTS: June financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for July 2020 is \$2,290.80. **Jeff Wood made a motion to approve the accounts payable claims for July in the amount of \$2,290.80. The motion was seconded by Steve Birkbeck and motion carried by roll call vote. Ayes – 5. Steve Allendorf, Steve Birkbeck, Bill Kimball, Michael Staver, Jeff Wood. Nays: 0 Absent – Helen Kilgore, and Kevin Stewart.**

REPORTS:

- A. **Sheriff's Report:** None at this time.
- B. **Coordinator's Report:** Sgt. Brandel was not present. Chairman Bill Kimball shared that new equipment for NG 9-1-1 is scheduled to be delivered August 11.
- C. **Assistant Coordinator's Report:** We are hoping to set up training in September with a goal of "Go Live"(NG-911) September 15.

UNFINISHED BUSINESS: None

NEW BUSINESS

- A. Discussion and possible action on approving a Genesis Power Invoice for diagnosis, repair and testing of a low oil pressure alarm on the Court House generator at a cost to the ETSB of \$75.24 to be paid from the ETSB Maintenance Service Account (007-41128-701) NOTE: (The total cost for the maintenance was \$231.50 and the expense is split between the Sheriff's Office, ETSB, IT, and EMA. The ETSB's portion of the expense is 32.5% of the total cost). Michael Staver made a motion to approve the funds in the amount of \$75.24 from the ETSB Maintenance Service Account (007-41128-701) for a Genesis Power Invoice for diagnosis, repair, and testing of a low oil pressure alarm on the Court House generator. The total cost for the maintenance was \$231.50, and the expense is split between the Sheriff's Office, ETSB, IT and EMA. The ETSB's portion of the expense is 32.5% of the total cost. The motion was seconded by Jeff Wood. Motion carries by roll call vote. Ayes – 5. Steve Allendorf, Steve Birkbeck, Bill Kimball, Michael Staver and Jeff Wood. Nays – 0. Absent – Helen Kilgore, and Kevin Stewart.
- B. Discussion and possible action on approval of a \$979.00 payment to Powerphone Inc, for the Continuing Education Subscription for Online Dispatcher Training to be paid from the ETSB Education and Training Account (007-41128-501). Note: (The cost includes a volume discount of \$220.00 for purchasing more than 10 subscriptions.) Steve Birkbeck made a motion to approve a payment of \$979.00 to Powerphone Inc, for the Continuing Education Subscription for Online Dispatcher Training to be paid from the ETSB Education and Training Account (007-41128-501). Note: (The cost includes a volume discount of \$220.00 for purchasing more than 10 subscriptions.) The motion was seconded by Michael Staver. Motion carries by roll call vote. Ayes – 5 Steve Allendorf, Steve Birkbeck, Bill Kimball, Michael Staver and Jeff Wood. Nays – 0. Absent – Helen Kilgore, and Kevin Stewart.
- C. If the claim's in A & B for are approved, the total claims for July, 2020 will be \$3345.04. Approval of A & B brings the total claims for July, 2020 \$3345.04.
- D. Discussion and possible action on review and approval of the ETSB expense estimates for the FY2021 budget). Bill Kimball discussed the 2021 Expense estimates with the Committee. Bill Kimball made a motion to approve the Expense Estimates as presented. The motion was seconded by Jeff Wood. Motion carries by roll call vote. Ayes – 5. Steve Allendorf, Steve Birkbeck, Bill Kimball, Michael Staver and Jeff Wood. Nays- 0. Absent- Helen Kilgore, and Kevin Stewart.

CLOSED SESSION: None at this time.

BOARD MEMBER CONCERNS: None

PUBLIC COMMENTS: None

ADJOURNMENT: The meeting adjourned at 7:35 p.m. following a motion made by Michael Staver and seconded by Steve Birkbeck.

Next meeting date is Wednesday, September 2, 2020 in the Jo Daviess County Sherriff's Conference Room.