

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 7, 2019

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, Steve Allendorf, Jeff Wood, Michael Staver and Steve Birkbeck were physically present.

Board Members Absent: Helen Kilgore

Others Present: Sgt. Tina Brandel, and Michelle Bennett

A quorum was established.

PUBLIC COMMENTS: None at this time.

CORRESPONDENCE: None at this time.

LEGISLATION: None at this time..

MEETING MINUTES: The June 5, 2019, meeting minutes were filed as presented.

FINANCIAL REPORTS: May and 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 June 2019 is \$3260.39. Kevin Stewart made a motion to approve the accounts payable claims for June in the amount of \$3260.39. The motion was seconded by Michael Staver and motion passed. The total accounts payable claims for July 2019 is \$3319.84. Kevin Stewart made a motion to approve the accounts payable claims for July in the amount of \$3319.84. The motion was seconded by Jeff Wood and motion passed.

REPORTS:

- A. **Sheriff's Report:** None at this time.
- B. **Coordinator's Report:** Sgt Brandel reported things are moving forward with Syndeo. We are going to file our plan when the other counties file. Sgt. Brandel also reported that the new telecommunicator Pat Quinn is doing well and is ready to be on his own starting next week. Brandon Kiefer will keep current on his training, and fill as a telecommunicator as needed.
- C. **Assistant Coordinator's Report:** None at this time.

UNFINISHED BUSINESS:

NEW BUSINESS:

- A. Discussion and possible action on approving the Genesis Power bid for Inspection/Maintenance Testing Procedures of the Jo Daviess County Communications Tower located in Galena and a Cooling System Flush of the radiator at a cost of \$327.50 to the ETSB. Bill Kimball made a motion to make a recommendation to approve the Genesis Power bid for Inspection/Maintenance Testing Procedures of the Jo Daviess County Communications Tower located in Galena and a Cooling System Flush of the radiator in the amount of \$327.50. The motion was seconded by Kevin Stewart. Motion carries.
- B. Discussion and possible action on approving the Genesis Power bid for Inspection/Maintenance Testing Procedures of the Jo Daviess County Communications Tower located in Elizabeth and a Cooling System Flush of the radiator at a cost of \$327.50 to the ETSB Committee. Bill Kimball made a motion to make a recommendation to approve the cost of the Genesis Power bid for Inspection/Maintenance Testing Procedures of the Jo Daviess County Communications Tower located in Elizabeth and a Cooling System Flush of the radiator in the amount of \$327.50. The motion was seconded by Steve Allendorf. Motion carries.
- C. Discussion and possible action on approving the Genesis Power bid for Inspection/Maintenance of the County Communication Tower located at the Sheriff's Office at a cost of \$227.50 to the ETSB Committee. **Bill Kimball made a motion to make a recommendation to approve the Genesis Power bid for Inspection/Maintenance of the County Communication Tower located at the Sheriff's Office at a cost of \$227.50 to the ETSB Committee. The motion was seconded by Jeff Wood. Motion carries.**
- D. Discussion and possible action on approving the FY 2020 ETSB Expense Estimate. **Jeff Wood made a motion to make a recommendation to approve the FY 2020 ETSB Expense Estimate. The motion was seconded by Kevin Stewart. Motion carries.**
- E. Approve Registration Fee's, Lodging, and travel expenses for the upcoming training at the IPSTA Conference, November 3-6, three attendees at a cost of \$1935.00. \$450.00 to be paid out of Training expense, and \$1485.00 to be paid out of travel expense. Approve Registration Fee's, Lodging, and travel expenses for the upcoming training at the Spillman Conference in Salt Lake City, September 29- October 4, five attendees at a cost of \$4024.80 to be paid out of Travel Expense. **Steve Birkbeck made a motion to approve Registration Fee's, Lodging, and travel expenses for the upcoming training at the IPSTA Conference November 3-6, three attendees at a cost of \$1935.00. \$450.00 to be paid out of Training expense, and \$1485.00 to be paid out of travel expense. Approve Registration Fee's, lodging, and travel expenses for the upcoming training at the Spillman conference in Salt Lake City, September 29-October 4, five attendees at a cost of \$4024.80 to be paid out of Travel expense. The motion was seconded by Michael Staver. Motion carries.**
- F. Approve renewal fee for continuing education through PowerPhone in the amount of \$890.00. **Steve Allendorf made a motion to approve the renewal fee for continuing education through PowerPhone in the amount of \$890.00. The motion was seconded by Michael Staver. Motion carries.**
- G. Approve annual ambulance association dues in the amount of \$50.00. **Jeff Wood made a motion to approve annual ambulance association dues in the amount of \$50.00. The motion was seconded by Michael Staver. Motion carries.**
- H. Review the amendment to 911 Service agreement with NG 911, Inc. Action on this time was postponed to the September meeting.

- I. Approve license renewal for Datamaster in the amount of \$4500.00 for Professional Services. **Bill Kimball made a motion to approve license renewal for Datamaster in the amount of \$4500.00 for Professional Services. The motion was seconded by Michael Staver. Motion carries**

CLOSED SESSION: None at this time.

BOARD MEMBER CONCERNS: None at this time.

PUBLIC COMMENTS: None at this time.

ADJOURNMENT: The meeting adjourned at 7:43 p.m. following a motion made by Michael Staver and seconded by Kevin Stewart.

Next meeting date is Wednesday, September 4, 2019 in the Jo Daviess County Sherriff's Conference Room. .