

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 1, 2012

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:03 pm in the Jo Daviess County Sheriff's Office Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL:

Board Members Present:	Dane Jackson, Jeff Fry, Greg Millerschone, Aaron Abt, Helen Kilgore, Mickey Huseman
Board Members Absent:	Doug Wierema
Others Present:	Ben Petitgout, Dave Hachmeister, Gary Bartell Lynn Krause

PUBLIC COMMENTS: NONE

CORRESPONDENCE: NONE

MEETING MINUTES: Helen Kilgore moved and Aaron Abt seconded a motion to approve the minutes of the July 5, 2012 meeting. Motion Passed unanimously.

FINANCIAL REPORTS: Dane Jackson moved and Jeff Fry seconded the motion to approve the monthly financial statements as submitted.

ACCOUNTS PAYABLE: Motion by Helen Kilgore and seconded by Jeff Fry to approve the accounts payable as presented in the amount of \$34,481.18. The Board discussed receiving the claims report the night of the meeting instead of having the report included in the meeting packet. This is necessitated by the fact that some claims are received just hours prior to a first of the month scheduled meeting, which must be paid. The amount then has to be updated and approved at subsequent meetings. The decision to approve receipt of the claims report the evening of the meeting was approved unanimously on a motion by Helen Kilgore and seconded by Dane Jackson.

REPORTS

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| A. Sheriffs Report: - | No report |
| B. Assistant Coordinator's Report: | Nothing to report except discussion of items under New Business |
| C. Vendor Report: | No Vendor Report |

OLD BUSINESS

- A. **Emergency Medical Dispatch (EMD) – tabled from last meeting:** This agreement with the Sheriff's Department and 911 will be sent to the office of the State's Attorney for review and will be voted on at the next meeting. No action taken.
- B. **Committee Member Resignation:** Motion by Mickey Huseman and second by Jeff Fry to accept the resignation of Doug Wierema. Motion passed. The committee also introduced Greg Bartell who has been nominated to fill the vacant committee position pending County Board Approval. .

NEW BUSINESS

- A. **Disposal of Surplus Property:** The radio dispatch center will be remodeled very soon resulting in cabinetry, some radio equipment and other items needing disposal. The value of any of this property is unknown at this time. Motion by Helen Kilgore and seconded by Aaron Abt to offer this property to other County departments and then to place on EBay. Motion passed.
- B. **911 Conference, October 21-24, 2012** Based on the Assistant Coordinator's Report of approximately \$600.00 per person in various fees to attend this conference, motion was made by Helen Kilgore and seconded by Aaron Abt to send 4 persons to this event with fees paid out of the ETSB Contingency Fund. Motion passed unanimously.
- C. **FY2013 Budget Review Proposed** FY2013 Budgets were included in this packet to the Committee members for input and discussion. Some line items, such as Education and Training, have been increased to compensate for the IDPH requirement to license each dispatcher. Other funds, such as the Contingency Fund have been decreased. Motion by Dane Jackson and seconded by Mickey Huseman to accept this FY2013 Preliminary Budget and move it forward. Motion passed unanimously.

Aaron Abt requested a copy of the budget and the most recent expenditures be placed in the monthly packets in order for the Committee to keep track of these expenditures. The Assistant Coordinator will contact the Treasurer's office and request these documents monthly.

ADJOURNMENT

Motion by Mickey Huseman and seconded by Aaron Abt to adjourn meeting at 7:45pm.

Next meeting scheduled for Wednesday, September 5, 2012 at 7:00 pm.