

DeKalb County ETSB

Minutes of the Board Meeting of April 4, 2007

CALL TO ORDER

Chairman Riddle called the meeting to order at 3:32 PM.

ROLL CALL

Board members present:

Chairman Riddle, Vice Chair Leoni, Bowman, Hanson, Olson, Rosemier, Russell, Suppeland and Young.

Board members absent:

Feithen

Guests Present:

Lt. Al Newby, DeKalb County Sheriff's Police, Jim Feyerherm, Starved Rock Communications; Glenna Johnson, Geo-Comm.

Also Present:

Christine Johnson, DeKalb County Treasurer; Charles Kross, Coordinator

AGENDA

The Chairman asked for any amendments to the agenda. Treasurer Johnson asked that the Travel & Expense Policy be added under new business. A motion to approve the agenda as amended was made by Russell and seconded by Olson. There was no discussion. The motion passed.

MINUTES

A motion to approve the minutes of the March 2007 meeting was made by **Russell** and seconded by Olson. The motion passed.

OLD BUSINESS:

◆ **Treasurer's Report:**

A motion to approve the Treasurer's Report was made by Olson and seconded by **Russell**. The motion passed.

▪ **Bills Not Previously Approved: None**

▪ **Bills:**

AT&T	27.91
Communications Direct	1,500.00
Deluxe Business Checks and Solutions	173.43
FirstBank	197.31
Housing Authority of The County of DeKalb	200.00
Language Line Services	169.05
NENA	595.00
Sandwich Police Department	1,826.50
Spectrasite Communications	4,010.20

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Starved Rock Communications	676.25
Starved Rock Communications	1,650.00
TRUPS Distributing Inc.	567.00
Verizon	226.70
Verizon	227.91
Verizon	227.91
Verizon	304.96
Verizon	76.21
Verizon	33.49
Verizon	51.72
Verizon	16,556.29
Total	\$ 29,297.84

A motion to pay the bills was made by **Hanson** and seconded by **Bowman**. A roll call vote was taken: Bowman Y Hanson Y Leoni Y Olson Y Rosemier Y Russell Y Suppeland Y Young Y Riddle Y. The motion passed unanimously.

OLD BUSINESS

▪ **Fire Radio Reports**

Jim Feyerherm of Starved Rock Communications reported that there was a failure at the High Rise site, which required installing a new channel card. He believes the failure was due to a lightning strike.

Russell opened a discussion of a backup system for the Countywide Fire Radio System. There currently is no backup. The recommendation is that DeKalb Police Department PSAP would become the backup. This would require a Board investment of around \$5600 for radio equipment.

Russell made a motion to go ahead with the required work, to make DeKalb Police Department PSAP the backup PSAP for the Countywide Fire Radio System. **Rosemier** seconded the motion. There was no further discussion. The motion passed unanimously.

Riddle reported that, because of a topological depression, the Genoa Fire Department is unable to receive pages if the power is out. **Feyerherm** said that the Genoa Fire Department needs a transmitter at their base, to do paging during the times when power is out. **Feyerherm** will develop some costs for the next meeting.

▪ **Personnel**

Kross submitted a job description and Position Offered ad for the Assistant 911 Coordinator. A number of suggestions were made. **Kross** will email the documents after the changes, to the members for their approval.

▪ **Future Planning**

A discussion of ETS Board funds and potential expenses was held. Points of this discussion include:

1. The ETSB has paid for 3 new Fire Radio Sites in the past 13 years, at a cost of approximately \$50,000 each.

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2. The Board has to be able to do timely upgrades i.e.: Paging issues at Genoa, and the DeKalb Police Department backing up the DeKalb County Sheriff's Police for fire dispatch.
3. Legally mandated limitations on how wireless fund may be spent.
4. Some of the State collected 911 funds are subject to "sweeping" by the State Administration.
5. Future VoIP equipment costs are unknown.
6. There are monthly fluctuations of expenditures.
7. Verizon still has not determined what the increase of their tariff will be.
8. The Board has to be able to maintain flexibility.
9. Other emergencies not budgeted for.

NEW BUSINESS

◆ **Travel & Expense Policy**

Treasurer Johnson presented the recommended Travel and Expense Policy. The major change, which was recommended by the auditors, would be elimination of advances for travel expenses. The Board member or employee will be required to submit receipts after the expense is incurred. The meal allowance would be \$5.00 for Breakfast, \$10.00 for Lunch, and \$20.00 for Dinner, or a total of \$35.00 per day.

Hanson moved to accept the policy with the aforementioned changes. **Rosemier** seconded the motion. There was no further discussion. The motion passed unanimously

◆ **Participating Agency Requests - None**

◆ **PSAP Administrators' Report – No report**

◆ **Persons to be Heard from the Floor – No one**

◆ **Coordinator's Report – No report**

ADJOURNMENT

Olson moved to adjourn the meeting, and was seconded by **Leoni**. The motion passed. The meeting adjourned at 5:04 PM.

Respectfully submitted,

Charles Kross, Coordinator