

## **Minutes of the Board Meeting of November 7, 2007**

### **CALL TO ORDER**

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

### **ROLL CALL**

#### **Board members present:**

Chairman Riddle, Feithen, Hanson, Leoni, Olson, Russell, and Suppeland.

#### **Board members absent:**

Rosemier, Young, and Bowman .

#### **Guests Present:**

Lt. Al Newby, DeKalb County Sheriff's Police; Sgt. Lisa Miller, DeKalb Police Department;  
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. Kross asked that the IMO proposal be added, prior to the personnel discussion, a discussion of fixed assets, and the Verizon Maintenance Agreement. A motion to approve the agenda as amended was made by **Leoni** and seconded by **Suppeland**. There was no discussion. The motion passed.

### **MINUTES**

A motion to approve the minutes of the October, 2007 meeting was made by **Russell** and seconded by **Hanson**. The motion passed.

### **OLD BUSINESS:**

#### **❖ Treasurer's Report:**

Treasurer **Johnson** presented the report for October.

A motion to approve the Treasurer's Report was made by **Suppeland**, and seconded by **Leoni**.

There was no discussion. The motion passed unanimously.

#### **❖ Bills Not Previously Approved:**

1. **Russell** requested that the Board reimburse the DeKalb Fire Department for the Conditioning of the Verizon dispatch lines from the DeKalb Police Department to the DeKalb Fire Department. The cost was \$485 and the reoccurring cost is \$80.92.

**Suppeland** moved to approve the inclusion of the bill. **Leoni** seconded the motion. The motion passed unanimously.

2. Annual NENA dues for **Suppeland** - \$120.00.

**Russell** moved to approve the expense. **Leoni** seconded. The motion passed unanimously.

# Minutes of the DeKalb County ETSB of November 7, 2007

Page 2 of 4

## ❖ Bills:

Northern Illinois Publishing	Employment Ads	\$983.90
Language Line Services	Monthly fee	\$238.35
GovConnection, Inc.	E911 Maps cleaning tape	\$99.00
Joseph Przybyla	Conference Expenses	\$420.00
HSBC (Office Max)	Office supplies	\$96.03
DeKalb County Treasurer	Accounting services – 6 mo.	\$4,375.00
Housing Authority of DeKalb County	Antenna Site rental Dec.	\$100.00
SunGard H.T.E.	Syc Split – PD- software	\$5,000.00
NiComm	Syc Split – FD – headsets`	\$4,757.07
NENA	Suppeland dues	\$120.00
AT&T	758-3911	\$32.47
Verizon		\$485.40
Verizon		\$80.92
Verizon	900-9656	\$16,318.10
Verizon	899-8838	\$34.00
Verizon	786-7384	\$46.43
Verizon	Wireless Fund – QL4-9093	\$226.70
Verizon	Wireless Fund – QL0-4779	\$227.91
Verizon	Wireless Fund – QL4-7793	\$227.91
Verizon	Wireless Fund – QR0-4142	\$304.96
Verizon	Wireless Fund – UH1-6056	\$76.22
<b>TOTAL</b>		<b>\$34,250.37</b>

A motion to pay the bills was made by **Russell** and seconded by **Olson**.

A roll call vote was taken: Feithen Y Hanson Y Leoni Y Olson Y Russell Y Suppeland Y Riddle Y. The motion passed.

## ❖ Fire Radio reports

**Feyerherm** reported that he had taken our VFIS Insurance Rep. around to the various sites of the Fire Radios. He said that the Rep. will follow-up with a letter. He also reported that the Paw Paw page out is ready to go and is awaiting their okay. He said that the damage at the Genoa Water tower will be around \$3300.

Chairman **Riddle** said the county MABAS does not qualify for the interoperability grant, which he investigated for the southern part of the county.

## ❖ DeKalb County IMO Proposal for Replacing Coordinator.

The Board had been furnished with copies of a proposal for coordination of the ETSB, submitted by Joan Berkes Hanson of the DeKalb County Information Management Office. The proposal was for a 2 year pilot program, in which IMO would provide the necessary staff to replace the Board Coordinator. This would be for a cost of \$26,000, and would be provided with a team approach. A copy of the proposal will be made a part of the minutes. **Gary Hanson** said that the proposal would cut costs and make more resources available, including personnel. He said it would eliminate the problem of the Coordinator being on leave and no one in the office. He added that it would eliminate the need for office expenses. **Leoni** said that he would like to look at the candidates first, and that if there was no one qualified to reexamine the proposal. **Russell and Suppeland** agreed with **Leoni**. **Olson** said that he was willing to look at this for the future. **Riddle** said that he wants to have one “go to” person appointed by the Board, and responsible to only the Board. If

## Minutes of the DeKalb County ETSB of November 7, 2007

Page 3 of 4

additional technological expertise was needed, it could be contracted out. **Russell** said he was more concerned about the Board's legal requirements and the laws applying to 911 than the technical aspects.

**Riddle** said the proposal would be tabled.

**Hanson** asked if a representative from IMO could be interviewed with the other candidates. **Riddle** said that would be okay.

### ❖ Personnel

**Kross** reported that there were 19 or 20 applicants for the Coordinator position. He suggested a short written test regarding 911 be given, in order to eliminate those with inadequate experience or knowledge. The Board consensus was to allow the committee to determine who will be examined and interviewed.

### NEW BUSINESS

#### ❖ Disposal of Retired Fixed Assets

**Kross** requested that the Board issue a directive authorizing him to dispose of old 911 equipment

**Russell** made a motion to authorize the Coordinator to dispose of used 911 equipment, no longer needed by the system. Upon disposal, the Coordinator will submit a list of equipment disposed of, and how it was disposed of. **Olson** seconded the motion. The motion passed unanimously.

#### ❖ Verizon Maintenance agreement

**Kross** informed the Board that a proposal for a maintenance contract, from Verizon had been received by. He said that the contract will include all of the equipment supplied by Verizon, as well as a guaranteed 4 hour maximum response time for problems. He asked the Board for direction. **Russell** said that the contract would be cheap insurance if a major problem arose. **Olson** said it was worth it when his PSAP was hit by lightning. Verizon just replaces the equipment.

**Russell** moved to authorize the contract agreement. **Suppeland** seconded the motion. There was no further discussion.

The motion passed unanimously.

#### ❖ Participating Agency Requests – None

#### ❖ PSAP Administrators' Report –

Telecommunicator Jean Sandman of the DeKalb PSAP was one of 9 Telecommunicators nominated for Telecommunicator of the Year at the IPSTA conference.

#### ❖ 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 4:17 P.M.

Respectfully submitted,

Charles Kross, Coordinator

**ATTACHMENT A**

1. Introductory Letter from Joan Berkes Hanson for a proposal for Coordination of the ETSB
2. The Proposal
3. "Attachment A" of the Proposal