



Minutes of the Board Meeting of
June 2, 2010

CALL TO ORDER

Chairman Riddle called the meeting to order at 3:35 pm

BOARD MEMBERS PRESENT:

Chairman Riddle, Feithen, Hanson, Harrison, Leoni, Mitchell, Newby, and VanLanduyt, and Olson

BOARD MEMBERS ABSENT:

Metzger

GUESTS PRESENT

Jim Feyerherm Starved Rock Communications; Lisa Miller, DeKalb Police Department; Cary Singer, Sycamore Police Department; Mark Kessler Sycamore Fire Department

ALSO PRESENT

Christine Johnson, DeKalb County Treasurer, Glenna Johnson, E911 Coordinator:

AGENDA

The Chairman asked for any amendments to the agenda. The motion was made by Olson and seconded by Leoni to approve agenda. The motion passed.

MINUTES

A motion to approve the minutes of the March 3, 2010 meeting was made by Feithen and seconded by Newby. The motion passed

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - **April Report-** A motion to approve monthly report was made by Olson and seconded by Harrison. Motion passed.
 - **May Report-** A motion to approve monthly report was made by Olson and seconded by Harrison. Motion passed
 - **June Report-** A motion to approve monthly report was made by Olson and seconded by Harrison. Motion passed

- **Bills Not Previously Submitted: None**

Minutes of the DeKalb County ETSB of June 2, 2010

Page 2 of 6

Bills:

Bills Paid in April 2010

Language Line	\$66.98
Language Line	\$56.41
Starved Rock Communications	\$195.00
The Hartford	\$334.00
Sikich	\$4,000.00
Communications 2000, Inc.	\$1,500.00
Starved Rock Communications	\$216.25
Starved Rock Communications	\$35,000.00
Starved Rock Communications	\$980.30
Dell	\$51.47
Communications Direct, Inc.	\$1,500.00
Leland F.D.	\$1,500.00
First Bankcard	\$7.91
Glenna Johnson	\$82.25
PowerPhone	\$658.00
PowerPhone	\$129.00
Verizon AA0-2381	\$80.92
Verizon AA0-3030	\$60.97
Verizon 900-9656	\$17,642.53
Verizon 899-8838	\$34.23
Verizon 786-7384	\$81.81
Verizon QL4-9093	\$223.72
Verizon QL0-4779	\$230.22
Verizon QL4-7793	\$230.22
Verizon QR0-4142	\$305.00
Verizon UH1-6056	\$76.22
Total	\$65,243.41

A motion to pay the bills was made by Olson and seconded by Harrison. A roll call vote was taken: Chairman Riddle- Y, Feithen- Y, Hanson-Y, Harrison-Y, Leoni- Y, Mitchell-Y, Newby- Y, Olson-Y, and VanLanduyt- Y. Motion passed.

Bills Paid in May 2010

DeKalb County Housing Authority	\$200.00
DeKalb County Treasurer	\$4,000.00
Motorola	\$6,623.20
Communications Direct, Inc.	\$1,500.00
Miner Electronics	\$1,500.00
Exline Signal	\$1,500.00
Glenna Johnson	\$472.44
Starved Rock Communications	\$3,723.75
Nicomm	\$1,320.00
Language Line	\$118.42

Minutes of the DeKalb County ETSB of June 2, 2010
Page 3 of 6

First Bankcard	\$219.90
Verizon AA0-2381	\$80.92
Verizon AA0-3030	\$60.97
Verizon 900-9656	\$17,056.17
Verizon 899-8838	\$33.46
Verizon 786-7384	\$82.50
Verizon QL4-9093	\$223.72
Verizon QL0-4779	\$230.22
Verizon QL4-7793	\$230.22
Verizon QR0-4142	\$305.00
Verizon UH1-6056	\$76.22
Total	<u><u>\$39,557.11</u></u>

A motion to pay the bills was made by Hanson and seconded by VanLanduyt. A roll call vote was taken: Chairman Riddle- Y, Feithen- Y, Hanson-Y, Harrison-Y, Leoni- Y, Mitchell-Y, Newby- Y, Olson-Y, and VanLanduyt- Y. Motion passed.

Bills Paid in June 2010

Shabbona F.D.	\$1,500.00
Starved Rock Communications	\$195.00
Glenna Johnson	\$178.80
Verizon AA0-2381	\$80.92
Verizon AA0-3030	\$60.97
Verizon 900-9656	\$17,486.31
Verizon 899-8838	\$33.46
Verizon 786-7384	\$82.50
Verizon QL4-9093	\$223.72
Verizon QL0-4779	\$230.22
Verizon QL4-7793	\$230.22
Verizon QR0-4142	\$305.00
Verizon UH1-6056	\$76.22
Total	<u><u>\$20,683.34</u></u>

A motion to pay the bills was made by VanLanduyt and seconded by Newby. A roll call vote was taken: Chairman Riddle- Y, Feithen- Y, Hanson-Y, Harrison-Y, Leoni- Y, Mitchell-Y, Newby- Y, Olson-Y, and VanLanduyt- Y. Motion passed.

Old Business

- **Fire Radio Reports**
 - Feyerherm reported the following:
 - **Genoa Kingston Paging Issue-** Verizon has installed the required circuits but the installation is not completed satisfactorily. Feyerherm provided pictures of the installation. Johnson has contacted Verizon to explain our dissatisfaction prior to the ETSB Meeting. Johnson stated that she had received the billing for the circuits and Feyerherm made a recommendation not to pay the bill until the circuits are installed to our satisfaction.

NEW BUSINESS

- **Audit-** C. Johnson reported that the audit went very well. There were no recommendations made by the auditor for corrections/changes. C. Johnson discussed that the audit results should be put on the ETSB website. The ETSB Members agreed with her recommendation.
- **Location of October ETSB Meeting-** There was discussion on changing the location of the October Meeting to Sandwich City Hall at 7:00pm. Members approved the time and location change.
- **SOPs-** Johnson provided examples of different formats of SOPs and discussed pros and cons of the different formats. She stated that the ETSB format should follow the recommendations from National NENA with less detail in them instead of the current format of very detailed on how calls would be handled. After discussions of the different formats the ETSB agreed that the ETSB SOPs would follow NENA's format and that an attorney would approve the final document before it would be implemented. The PSAP Managers and G. Johnson will continue to work on SOPs in their monthly meetings.
- **Legislation-** Johnson stated that there were very little changes on the legislation and most items have been tabled until fall session.
- **Participating Agency Requests –** None
- **PSAP Administrators' Report –**
 - G. Johnson reported the last meeting was April 15, 2010 and the June meeting date had not been set.
- **Persons to be Heard from the Floor -** None

- **Coordinator's Report – Johnson reported the following:**

Minutes of the DeKalb County ETSB of June 2, 2010

Page 5 of 6

- **Address Issues:** she had continued to work on address changes
- **Narrow Banding-** Meeting was held on 5/20/10. Attendance was excellent. The session was taped by APCO and they will be making the tapes available for purchase to help get the word out about the requirements.
- **INENA-** Johnson attended a Region 3 Meeting on 5-19-10.
- **UPS Maintenance-** One vendor for all UPS sites- She will review the specifications on the DeKalb PD UPS to compare the requirements needed to request quotes.
 - **DeKalb Police Department UPS-** there was a fire on 3/16/10 and all repairs were covered by the existing maintenance contract.
- **VoIP Carrier Surcharge Monies-** Additional monies came in this past month from one VoIP Carrier. Johnson will continue to work with carriers.
- **NENA-** Johnson attends weekly/by weekly calls on NG911 equipment and data
- **Intrado Letter- “TAP Service”** - they are providing a new service that needs to be investigated more until all issues of this product have been worked out so that this service does not add more liability on DeKalb County. Johnson explained the service and the recommendation from an attorney that until further notice the ETSB should exempt out of the service until all issues are resolved or explained clearly. The ETSB agrees with the attorney.
- **Verizon properties-** The sale was approved for the sale of the Verizon properties to Frontier. The sale will take effect 7/1/10. Verizon has started the spinoff of the properties in preparation of the handoff.

ADJOURNMENT

Leoni moved to adjourn the meeting, and was seconded by VanLanduyt. The motion passed. The meeting adjourned at 4:35pm.

Respectfully submitted,

Glenna Johnson, Coordinator

Minutes of the DeKalb County ETSB of June 2, 2010
Page 6 of 6

OFFICERS	NAME	TERM (One Year)
Chairman	Mr. Bill Riddle	<i>January 1, 2010 - November 30, 2012</i>
Vice-Chairman	Mr. Carl Leoni	<i>January 1, 2010 - November 30, 2012</i>
Secretary	Mr. Bruce Harrison	<i>January 1, 2010 - November 30, 2012</i>
Treasurer	Ms. Christine Johnson	<i>Per Statute, County Treasurer</i>
Coordinator	Ms. Glenna Johnson	<i>At-Will Employee, Board Appointment</i>

CURRENT Members	Entity Represented	ORIGINAL APPOINTMENT	TERM EXPIRES
Al Newby	Member AT Large	12/01/2009	12/31/2012
Jeff Metzger	County Board Member	11/30/2008	12/31/2010
Gary Hanson	County Chief Financial Officer	01/19/2000	12/31/2012
Bill Feithen	DeKalb Police Chief	12/16/1998	12/31/2011
Bruce Harrison	DeKalb Fire Chief	07/17/2002	12/31/2011
Carl Leoni	DeKalb Police Lieutenant	08/15/2001	12/31/2012
Darren Mitchell	N.I.U. Police Lieutenant	09/17/08	12/31/2012
Rick Olson	Sandwich Police Chief	12/15/1999	12/31/2011
Bill Riddle	Sycamore Fire Chief	06/21/2000	12/31/2011
Jay VanLanduyt	Member AT Large	12/01/09	12/31/2012