



Minutes of the Board Meeting of
March 2, 2011

CALL TO ORDER

Chairman Riddle called the meeting to order at 3:30 pm

BOARD MEMBERS PRESENT:

Chairman Riddle, Feithen, Hanson, Harrison, King, Leoni, Merritt, Metzger, and Mitchell

BOARD MEMBERS ABSENT:

VanLanduyt

GUESTS PRESENT

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

ALSO PRESENT

Mark Todd, DeKalb County Treasurer; Glenna Johnson, E911 Coordinator;

AGENDA

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

MINUTES

A motion to approve the minutes of the January 5, 2011 meeting was made by Harrison and seconded by Metzger. The motion passed

Welcome

Chairman Riddle welcomed the new DeKalb County Treasurer, Mark Todd

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - **February Report-** A motion to approve monthly report was made by Metzger and seconded by Harrison. Motion passed.
 - **March Report-** A motion to approve monthly report was made by Harrison and seconded by Leoni with the corrected dates on receipts from carriers. Motion passed

- **Bills Not Previously Submitted:** A bill was presented and added to the list of bills at the meeting:
 - DeKalb Police Department bill for the amount of \$129.00

Minutes of the DeKalb County ETSB of March 2, 2011

Page 2 of 5

- **February Bills:**

Bills Paid in February 2011

| | |
|-----------------------------|----------------------------------|
| Lee Fire Department | \$1,500.00 |
| Language Line | \$148.64 |
| Glenna Johnson | \$160.26 |
| Starved Rock Communications | \$1,315.00 |
| First Bankcard | \$318.93 |
| APC Corporation | \$3,663.60 |
| Starved Rock Communications | \$1,800.00 |
| Protech | \$1,950.00 |
| Communications 2000, Inc. | \$1,500.00 |
| Miner Electronics | \$1,156.76 |
| Frontier AA0-2381 | \$81.07 |
| Frontier AA0-3030 | \$61.09 |
| Frontier 900-9656 | \$17,575.92 |
| Frontier 899-8838 | \$34.03 |
| Frontier 786-7384 | \$81.88 |
| Frontier AA2 - 3287 | \$61.09 |
| Frontier QL4-9093 | \$223.72 |
| Frontier QL0-4779 | \$230.82 |
| Frontier QL4-7793 | \$230.82 |
| Frontier QR0-4142 | \$305.67 |
| Frontier UH1-6056 | \$76.37 |
| Total | <u><u>\$32,475.67</u></u> |

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

March Bills:

Bills Paid in March 2011

| | |
|---------------------|-------------|
| Powerphone | \$11,167.10 |
| General Fund | \$1,107.00 |
| Spectrasite | \$4,513.51 |
| First Bankcard | \$2,040.73 |
| Starved Rock Comm | \$280.00 |
| Crum Halsted Agency | \$4,260.00 |
| Language Line | \$296.36 |
| Housing Authority | \$200.00 |
| Glenna Johnson | \$143.91 |
| City of DeKalb | \$129.00 |
| Frontier AA2-3287 | \$61.09 |
| Frontier AA0-2381 | \$81.07 |
| Frontier AA0-3030 | \$61.09 |
| Frontier 900-9656 | \$16,059.48 |
| Frontier 899-8838 | \$34.03 |
| Frontier 786-7384 | \$81.88 |

Minutes of the DeKalb County ETSB of March 2, 2011

Page 3 of 5

| | | |
|--------------|----------|--------------------|
| Frontier | QL4-9093 | \$223.72 |
| Frontier | QL0-4779 | \$230.82 |
| Frontier | QL4-7793 | \$230.82 |
| Frontier | QR0-4142 | \$305.67 |
| Frontier | UH1-6056 | \$76.37 |
| Total | | \$41,583.65 |

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

Old Business

- **Fire Radio Reports**
 - Feyerherm reported the following:
 - **Genoa Tower-** Installation is complete.
 - **Waterman Tower-** Tuesday during a drill the UPS failed. He will investigate why the UPS failed. He will report back next month with the results of his investigation.
 - **Fiber connection Project-** He met with Ed Harvey from the DATA Group to discuss the microwave locations joining the fiber project to replace existing landlines to the individual towers. He has concerns on whether the ETSB should connect all sites on the fiber. The ETSB agreed to pay a fee to Starved Rock to pull the estimated charges together to connect to the fiber. The estimate will be provided at the next ETSB Meeting.

NEW BUSINESS

- **PowerPhone Training-** Johnson reported that not all dispatchers were able to attend the PowerPhone Training that was scheduled in February 2011 because of overtime charges to the individual departments. The ETSB will need to investigate other options to make sure all are trained in early 2012. Johnson will check with surrounding 911 systems to see if they would be interested in joining DeKalb on the expense for the classes. Johnson will report back at the next ETSB Meeting.
- **Legislation-** Johnson covered all pending legislation. A copy of the pending legislation is attached to this document.
- **Participating Agency Requests –**
 - Sandwich PSAP Headsets- King requested that headsets be added to the positions at the Sandwich PSAP. The total cost would be \$4,397.00. Johnson explained the breakdown on the total cost. A motion was made by Harrison to purchase the headset interfaces and seconded by Leoni. Motion passed.

Minutes of the DeKalb County ETSB of March 2, 2011

Page 4 of 5

- **PSAP Administrators' Report –**
 - G. Johnson reported that meetings were held January 11, 2011 and February 16, 2011. Next meeting would be March 8, 2011 at noon at Johnson's office. Items discussed at the meeting were:
 - Public Education Items
 - PowerPhone Classes
 - National TC Week- purchase items that would be more personal than fruit and cookies but still not exceed the budget of 2010 as budgeted 2011
- **Persons to be Heard from the Floor - None**
- **Coordinator's Report – Johnson reported the following:**
 - **VoIP Carrier Surcharge Monies-** Johnson still working on
 - **DeKalb County Housing Authority-** Johnson attended a conference call to discuss the contract for the antennas on top of the DeKalb High Rise. The Housing Authority will attend an ETSB Meeting to explain the new contract once the contract has been prepared.
 - **NENA-**
 - **Weekly/by weekly calls on NG911-** Johnson continues to attend weekly calls
 - **TDC/ODC-** Johnson attended this conference. She handed out a less complicated drawing from the conference dealing with NG911. She will forward the whole presentation from the class that she attended. This class was a tutorial on NG911.
 - **Frontier-**
 - **Outstanding issues-**She is still working with them on those issues
 - **4th position at DeKalb Police Dept-** Work completed
 - **Reroute 911 trunks for the exchanges that are split between DeKalb County and LaSalle County-** That work was tested on 02-25-11
 - **ICC Administrative Code rewrite-** Johnson reported that there was nothing new on this.

ADJOURNMENT

King moved to adjourn the meeting, and was seconded by Feithen. The motion passed. The meeting adjourned at 4:37pm.

Respectfully submitted,

Glenna Johnson, Coordinator

Minutes of the DeKalb County ETSB of March 2, 2011
Page 5 of 5

| <u>OFFICERS</u> | <u>NAME</u> | <u>TERM (Two Year)</u> |
|------------------------|--------------------|--|
| Chairman | Mr. Bill Riddle | <i>January 1, 2010 - November 30, 2011</i> |
| Vice-Chairman | Mr. Carl Leoni | <i>January 1, 2010 - November 30, 2011</i> |
| Secretary | Mr. Bruce Harrison | <i>January 1, 2010 - November 30, 2011</i> |
| Treasurer | Mr. Mark Todd | <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 |
|------------------------|---|-----------------------------|---------------------|
| Todd Merritt | Member At Large | 12/01/10 | 12/31/2013 |
| Jeff Metzger | County Board Member | 11/30/2008 | 12/30/2012 |
| Gary Hanson | County Chief Financial Officer | 01/19/2000 | 12/30/2013 |
| Bill Feithen | DeKalb Police Chief | 12/16/1998 | 12/30/2011 |
| Bruce Harrison | Acting DeKalb Fire Chief | 07/17/2002 | 12/30/2011 |
| Carl Leoni | DeKalb Police Lieutenant | 08/15/2001 | 12/30/2013 |
| Darren Mitchell | N.I.U. Police Lieutenant | 09/17/08 | 12/30/2013 |
| Bill King | Sandwich Fire Chief | 12/01/10 | 12/30/2011 |
| Bill Riddle | Sycamore Fire Chief representing Police Dept. | 06/21/2000 | 12/30/2011 |
| Jay VanLanduyt | At-Large | 12/01/09 | 12/30/2013 |

10 Board Members Serving 4 year Staggered Terms, Except the County Board Member is a 2 Year Term.