



Minutes of the Board Meeting of
November 2, 2011

CALL TO ORDER

Chairman Riddle called the meeting to order at 3:33 pm

BOARD MEMBERS PRESENT:

Chairman Riddle, Feithen, Hanson, Leoni, Metzger, and Merritt

BOARD MEMBERS ABSENT:

Harrison, King, Mitchell, and VanLanduyt

GUESTS PRESENT

Mayor Ken Mundy, City of Sycamore; Brian Gregory, Acting Sycamore City Manager; Jim Feyerherm, Starved Rock Communications; Cary Singer, Sycamore Police Department; Mark Kessler, Sycamore Fire Department and Lisa Winckler, DeKalb County Sheriff 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 Metzger and seconded by Hanson to approve the agenda with an amendment of moving “persons to be heard from the floor” to the first item on the agenda. The motion passed.

MINUTES

A motion to approve the minutes of the September 7, 2011 meeting was made by Metzger and seconded by Hanson. The motion passed

Treasurer’s Report

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

- **Bills Not Previously Submitted:**
 - A bill from City of DeKalb for fiber backhaul equipment from T.C. Communications for \$9,115.55 was added to the September bills for approval.

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Bills Paid in October 2011

Language Line Services	\$79.47
Starved Rock Communication, Inc.	\$815.00
Castle Bank	\$125.00
CritiCall	\$999.00
Glenna Johnson	\$282.87
Frontier AA0-2381	\$81.07
Frontier AA0-3030	\$61.09
Frontier 900-9656	\$16,946.68
Frontier 899-8838	\$33.72
Frontier AA2-3287	\$61.09
Frontier QL4-9093	\$223.72
Frontier QL0-4779	\$230.70
Frontier QL4-7793	\$230.70
Frontier QR0-4142	\$305.61
Frontier UH1-6056	\$76.37
Total	<u>\$20,552.09</u>

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

Bills Paid in November 2011

Housing Authority of the County of DeKalb	\$	200.00
Language Line Services	\$	106.09
Comelec East, Inc.	\$	1,347.00
Starved Rock Communications, Inc.	\$	1,715.00
Lee Fire Department	\$	1,500.00
Deluxe Business Checks and Solutions	\$	147.28
Castle Bank	\$	586.11
Glenna Johnson	\$	139.52
Frontier AA2-3287	\$	61.09
Frontier AA0-2381	\$	81.07
Frontier AA0-3030	\$	61.09
Frontier 900-9656	\$	16,978.43
Frontier 899-8838	\$	33.86
Frontier QL4-9093	\$	223.72
Frontier QL0-4779	\$	230.50
Frontier QL4-7793	\$	230.50
Frontier QR0-4142	\$	305.34
Frontier UH1-6056	\$	76.37
Total		<u>\$24,022.97</u>

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

Old Business

• **Fire Radio Reports**

- Feyerherm reported the following:
 - Site visit of all sites will be completed in December
 - Leland Fire Issue
 - Feyerherm reported the solution to fix the coverage issue was to put an additional tower in that area. Two locations were discussed and whether it could be added to the fiber project. Approximate cost would be \$7,500.00 and the connection to support whether it is a leased line from Frontier or on the fiber and that depends on the location of the tower. This tower would also improve the coverage for Somonauk. Additional investigation on this.

NEW BUSINESS

- **Budget Committee-** Committee would stay the same as last year. The members are: Hanson, Feithen, Riddle, Johnson and Todd.
- **Officer Election-** This will be held at the December Meeting.
- **Renewal of Board Members terms due to expire-** Johnson had heard from two of the three members that terms are to expire that they want to be reappointed. Riddle's slot will be discussed under Persons to be heard from the floor. This will be approved at the December meeting.
- **Legislation-** Johnson stated that legislation for surcharge will be introduced prior to the 911 Goes to Springfield in April.
- **PSAP Administrators' Report –**
 - Johnson stated a meeting was in held September and no meeting was held in October, and the next meeting is unknown.
 - Items discussed at Meeting:
 - PowerPhone Classes for 2012 vs. PSTC classes for 2012-
 - PSAP Issues
 - Lock Box Practice
- **Persons to be Heard from the Floor -**
 - Johnson received a letter from the City of Sycamore requesting that an additional member be added on the ETSB and that member would be resenting the City of Sycamore. Mayor Mundy explained their reasoning for this addition. There was discussion if this would impact if the ETSB would need more members in attendance for a quorum and it was decided the number required would stay the same. Mayor Mundy thanked the ETSB for taking this under consideration. Johnson said this would stay on the agenda and the ETSB would vote on it during the December Meeting.

- **Coordinator's Report – Johnson reported the following:**
 - **VoIP Carriers-** Johnson stated she was made aware of 14 new carriers that could provide service in the county and she will be contacting them about surcharge monies in the future if and when they provide dial tone to their subscribers.
 - **DeKalb Fire Fiber Project-** Johnson covered report provided by T. Smith on the Fire fiber report
 - **NENA Conference Calls/Webinars-** Johnson attends these on a weekly basis dealing with NG911 Standards
 - **Frontier-** There was equipment issues at the DeKalb PSAP while Johnson was at the conference in Springfield. The issue was resolved that it was in the Frontier Central Office instead at the site which is what they had said since August.
 - **NG911 Equipment-** Johnson requested that a committee be set up when the ETSB starts looking for equipment. Mapping may need to be purchased before the move to NG911 equipment.
 - **IPSTA Conference-** Johnson attended the conference and there were 5 in attendance from the PSAPs. Johnson met with 12 Vendors and attended some excellent presentations. One of the APCO Meeting and the discussion of the 80 hour mandatory standard training for all dispatchers and many other dealing with NG911.
 - **Database Issues-** Johnson continues to work with entities that have data issues dealing with the Private Branch Exchange data. She worked with Kishwaukee College and the Sycamore School District during the past month.

ADJOURNMENT

Metzger moved to adjourn the meeting, and was seconded by Leoni. The motion passed. The meeting adjourned at 4:25pm.

Respectfully submitted,

Glenna Johnson, Coordinator

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<u>OFFICERS</u>	<u>NAME</u>	<u>TERM (Two Year)</u>
Chairman	Mr. Bill Riddle	<i>January 1, 2010 – December 31, 2011</i>
Vice-Chairman	Mr. Carl Leoni	<i>January 1, 2010 – December 31, 2011</i>
Secretary	Mr. Bruce Harrison	<i>January 1, 2010 – December 31, 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 City	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.