



Minutes of the Board Meeting of
September 7, 2011

CALL TO ORDER

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

BOARD MEMBERS PRESENT:

Chairman Riddle, Feithen, Hanson, Harrison, King, Mitchell, VanLanduyt and Leoni arrived at 3:45pm

BOARD MEMBERS ABSENT:

Metzger, and Merritt

GUESTS PRESENT

Jim Feyerherm, Starved Rock Communications; Cary Singer, Sycamore Police Department and 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 Feithen to approve the agenda. The motion passed.

MINUTES

A motion to approve the minutes of the July 6, 2011 meeting was made by Harrison and seconded by Hanson. The motion passed

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - A motion to approve monthly report was made by Hanson and seconded by King. Motion passed.
- **Bills Not Previously Submitted:**
 - A bill from Shabbona Fire for pager from Goerletz Radio for \$1500.00 was added to the September bills for approval.

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Bills Paid in August 2011

Language Line Services	\$230.94
Starved Rock Communications	\$3,645.00
Starved Rock Communications	\$227.50
Starved Rock Communications	\$4,750.00
Frontier	\$13,044.46
Powerphone, Inc.	\$778.00
Sikich	\$100.00
Glenna Johnson	\$115.20
Castle Bank	\$365.12
Frontier AA0-2381	\$81.07
Frontier AA0-3030	\$61.09
Frontier 900-9656	\$17,017.06
Frontier 899-8838	\$33.92
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><u>\$41,577.55</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, and Mitchell- Y and VanLanduyt- Y. Motion passed.

Bills Paid in September 2011

Language Line Services	\$117.59
City of DeKalb	\$125.00
Leland Fire Protection District	\$100.00
Housing Authority of the County of DeKalb	\$200.00
Starved Rock Communications	\$1,605.00
Starved Rock Communications	\$2,702.50
Starved Rock Communications	\$940.00
Starved Rock Communications	\$1,500.00
APCO International, Inc.	\$420.00
Glenna Johnson	\$70.29
Castle Bank	\$49.25
Goerlitz Radio	\$1,500.00
Frontier AA0-2381	\$81.07
Frontier AA0-3030	\$61.09
Frontier 900-9656	\$16,984.11
Frontier 899-8838	\$33.52
Frontier AA2-3287	\$61.09
Frontier QL4-9093	\$223.72
Frontier QL0-4779	\$230.70
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Frontier QR0-4142	\$305.61

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Frontier UH1-6056

\$76.37

Total

\$27,617.61

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

Old Business

- **Fire Radio Reports**

- Feyerherm reported the following:

- Somonauk UPS – Starved Rock has a working spare UPS in place while the ETSB UPS is being repaired. Feyerherm will notify the board when the UPS is back in service
- Feyerherm asked what the projected ETSB Narrowband date was and that date is July 1, 2012
 - Feyerherm stated there are a lot logistics to be worked out before all entities narrowband
- Sandwich Police Department Headsets- are installed. Feyerherm stated that the delay on the install was both a Frontier and Starved Rock issue.

- **Data Fiber Project-** no report

NEW BUSINESS

- **Meeting Location Change in October-** A discussion on whether the meeting should be changed to another location away from the City of DeKalb as the ETSB has done in the past in October and it was decided to continue that change and it was decided to meet at the Hinckley Fire Department at 7:00pm instead of 3:00pm.
- **Sandwich PSAP Recorder-** The existing recorder has been discontinued. Johnson provided the board with three options:
 - Wait for the discussion to be resolved between Sandwich 911 City Dispatch to move to KenCom- King felt that the process was not be resolved in a short timeframe.
 - Lease the recorder- 5 year contract
 - Purchase - \$16,000.00
 - The ETSB discussed the options and a motion was made by Feithen to purchase the recorder and a second was made by Leoni. A roll call vote was taken and motion passed.
- **Lightning Strikes-** Feyerherm provided a presentation about impact of lightning strikes and what the ETSB did in 2008 to meet VFIS grounding requirements
 - DeKalb County is not the only entity that has been struck more than once this year

- 2008 audit by VFIS and the ETSB installed everything they requested and went steps farther on the grounding
- Two sites that were struck did have Halo grounding
- One of the strikes was a direct hit to the radio equipment at the tower site

- **MABAS License-** Johnson reported that there was a location on the radio license that was incorrect and that the location should be changed to the North Water Tower in DeKalb. The board discussed that change and the board did not have an issue with that change.

- **NIU Email Blast-** Johnson discussed a mailer dealing with calling 911 that had been sent to all NIU Students via email when they returned to school the past two years. Feithen suggested that document be changed to reflect that “Emergency Telephone System Board (ETSB) instead of just ETSB”. Johnson will make that change and request that the notice be sent by Telephone Services at NIU.

- **Legislation-** Johnson covered the legislation that was signed by the Governor

- **PSAP Administrators' Report –**
 - Johnson stated meetings were held every month, June, July and August, and the next meeting will be Sept 16 at 9am, 2011 at Johnson’s Office.
 - Items discussed at Meeting:
 - PowerPhone Classes for 2012 vs. PSTC classes for 2012
 - PSAP Issues
 - Lock Box Issues
 - NIU email blast
 - Simulator
 - New PSAP Manager at NIU

- **Persons to be Heard from the Floor -** Kessler wanted to remind attendees that the emergency radio controlled sirens need to be narrow banded and the approximate cost could be \$10,000.00

- **Coordinator’s Report – Johnson reported the following:**
 - **VoIP Carriers-** She worked with two new carriers, still working on those issues
 - **DeKalb Fire Fiber Project-** Johnson covered report provided by T. Smith on the Fire fiber report
 - **Budget adjustments needed-** Johnson explained two budget items that will need to be reconciled at year end because of overages- PowerPhone and DeKalb PD PSAP move
 - **NENA Conference-** Johnson stated that the current equipment has a date of 2013 and 2016 that the vendors will no longer support the equipment. Johnson stated that the ETSB needs to start moving towards NG911 equipment in 2012. This will be an RFP process

- **Frontier-** There are equipment issues at 3 out of the 4 PSAPs. Frontier is working to resolve those issues.
- **Special Pay Out on Wireless surcharge monies-** Johnson explained that there will be an additional wireless payout in September because of state law requirement that when the Wireless Carrier Surcharge fund exceeds a certain amount the monies are then to be submitted to the systems. That has happened and the checks will be mailed to the systems.
- **IPSTA Conference-** Any board member interested in attending this conference they must register by Sept 16th for early registration rate
- **Simulator-** A 911 Simulator was purchased in July and was used during events at Target National Night Out and will be used at the Sandwich Fair
- **Jury Duty-** Johnson stated that she received a letter that she was to report for Jury selection on Sept 19th

ADJOURNMENT

King moved to adjourn the meeting, and was seconded by Leoni. The motion passed.
The meeting adjourned at 4:40pm.

Respectfully submitted,

Glenna Johnson, Coordinator

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OFFICERS	NAME	TERM (Two Year)
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 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.