



Minutes of the Board Meeting of
February 01, 2012

CALL TO ORDER

Chairman Leoni called the meeting to order at 3:29pm

BOARD MEMBERS PRESENT:

Chairman Leoni, Feithen, Hanson, King, Merritt, Metzger, Thomas, VanLanduyt and Harrison arrived at 4:00pm.

BOARD MEMBERS ABSENT:

Mitchell

GUESTS PRESENT

Jim Feyerherm, Starved Rock Communications; Pete Polarek, Sycamore Fire Department and Lisa Winckler, DeKalb County Sheriff Department, Jim Zarek, DeKalb Fire Department and Jeff Stowasser, Motorola Solutions.

ALSO PRESENT

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

AGENDA

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

MINUTES

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

No minutes were to be approved for the January ETSB Meeting since it was cancelled.

A motion to approve the Closed Meeting minutes from the December 7, 2011 was made by Hanson and seconded by Merritt. The motion passed.

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - A motion to approve the December monthly report was made by Metzger and seconded by VanLanduyt. Motion passed.
 - A motion to approve the January monthly report was made by Thomas and seconded by VanLanduyt. Motion passed.

- **Bills Not Previously Submitted:** None Submitted

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Bills Paid in January 2012

FY2012

The Hartford	\$399.00
Housing Authority of the County of DeKalb	\$200.00
Sikich	\$400.00
APCO International	\$92.00

FY2011

Language Line Services	\$134.79
A Beep, LLC	\$1,500.00
Glenna Johnson	\$46.43
Newegg Business	\$2,385.73
Dixon Ottawa Communications, Inc.	\$1,008.60
GrayBar	\$2,259.48
Starved Rock Communications	\$34,514.06
Promos 911, Inc.	\$599.02
Castle Bank	\$82.44
Frontier AA0-2381	\$81.00
Frontier AA0-3030	\$61.04
Frontier 900-9656	\$16,914.33
Frontier 899-8838	\$33.84
Frontier AA2-3287	\$61.04
Frontier QL4-9093	\$223.72
Frontier QL0-4779	\$230.50
Frontier QL4-7793	\$230.50
Frontier QR0-4142	\$305.34
Frontier UH1-6056	\$76.30

Total	<u><u>\$61,839.16</u></u>
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A motion to pay the January bills was made by King and seconded by VanLanduyt. A roll call vote was taken: Chairman Leoni- Y, Feithen- A, Hanson- Y, King- Y, Merritt- Y, Metzger- Y, Thomas and VanLanduyt- Y. Motion passed.

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Bills Paid in February 2012

PowerPhone	\$17,200.00
Language Line Services	\$146.42
Word Systems, Inc.	\$8,000.00
American Power Conversion	\$3,743.60
Communications 2000 Inc.	\$1,500.00
Miner Electronics Corporation	\$1,332.00
Castle Bank	\$749.56
DeKalb Fiber Optic	\$6,390.00
Dixon Ottawa communications Inc.	\$7,760.00
Glenna Johnson	\$72.65
Crum-Halsted Agency Inc.	\$3,959.00
Frontier AA0-2381	\$81.00
Frontier AA0-3030	\$61.04
Frontier 900-9656	\$16,923.62
Frontier 899-8838	\$34.22
Frontier AA2 - 3287	\$61.04
Frontier QL4-9093	\$223.72
Frontier QL0-4779	\$230.50
Frontier QL4-7793	\$230.50
Frontier QR0-4142	\$305.34
Frontier UH1-6056	\$76.30
Total	<u><u>\$69,080.51</u></u>

A motion to pay the February bills was made by Metzger and seconded by Thomas. A roll call vote was taken: Chairmen Leoni- Y, Feithen- Y, Hanson- Y, King- Y, Merritt- Y, Metzger- Y, Thomas and VanLanduyt- Y. Motion passed.

Old Business

• **Fire Radio Reports**

- Stated infrastructure working well no issues the past two months.

NEW BUSINESS

- **Combined Dispatch Budget Line-** Johnson stated the letters were mailed in January to the three PSAPs that receive dispatch services monies of the possible reduction for the 2013 budget. Johnson also handed out an example of a spreadsheet of a combined budget to give the ETSB and idea of how much monies would need to be reduced for 2013 for dispatch services to bring the two budgets in balance. Hanson asked since there were monies in reserve could the ETSB consider phasing the reduction over multiple years. There was no other discussion on that budget line.
- **Narrow banding Transition Date-** Johnson provided a copy of the letter to be mailed stating the narrow banding dates for Police and Fire. The dates will be week of May 6th for Sheriff/Police and July 2nd will be the date for the rural fire frequency. Fire agencies could move to narrow band at any time the PSAPs are the location that should move last. Shabbona was going to ask that the ETSB fund the narrow band move for them and Leoni stated that decision had already made and the ETSB would only pay for the fire infrastructure not the devices. MABAS will go at the same time as fire. Some suggestions of changes to the letter were made and Johnson will make those changes and mail the letters to all parties involved.

- **NG911-** Johnson talked about the dates that the current equipment needs to be removed and the ETSB needs to move to new equipment. Johnson also discussed the resolution that needs to be signed to move forward to see if a shared NG911 system is an option to save money for the NG911 purchase. Johnson also stated that this document is only to formal agreement that the ETSB is interested in moving forward but the ETSB has additional options.

- **Legislation-** Johnson stated that legislation for surcharges changes will be introduced prior to the 911 goes to Springfield in March. Johnson will forward a copy of the proposed legislation once she receives a copy. This legislation being passed is very important to systems because of income reductions over the past years. DeKalb ETSB is seeing the reductions in their previous and current budgets.

- **Participating Agency Request**
 - **Sandwich Transfer Issue to KenCom**
 - The issue deals with calls being transferred to a ten digit number at KenCom. Johnson worked with KenCom to see what other options there were to resolve the issue. No additional options at this time. New equipment is necessary and possible line charges for an additional line may be required. Hanson asked if DeKalb has done everything possible to resolve this issue and. Johnson stated yes with what they have control over.

 - **Rural Fire Department Second Frequency Request-**
 - There was a discussion on the request from the rural fire agencies to consider adding an additional frequency. Polarek explained the different uses to be considered for the second frequency and why they feel it is necessary. The items to be considered are not just an expense of the equipment costs but also the operation requirements at the PSAP level. This request will need to be investigated thoroughly and the Fire departments will need to provide a proposal to the ETSB and Sheriff for consideration of the addition after they have investigated all costs of hardware/software and operation impacts. No decisions were made.

- **PSAP Administrators' Report** – No Report

- **Persons to be heard from the floor** – None

- **Coordinator's Report** – Johnson reported the following:
 - **VoIP Carriers-** Reviewing surcharge payments is an on going process

 - **Budget-** Johnson prepared a combined budget document for the ETSB and reviewed items to cut for 2012 and letters to PSAPs were mailed

 - **DeKalb Fire Fiber Project-** Tracy Smith provided a report. Letter was included in the ETSB packets.

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- **NENA-**
 - **NG Work Group met – Johnson provided a copy of the** 11-30-11 presentation from the Southern Illinois Systems that are moving forward with a shared NG911 system and some additional documents
 - **Weekly Webinar/conference calls-** this is an on going process
- **Sandwich Police Department Dispatch move to KenCom –** Meetings to start on February 2 at Sandwich PSAP
- **Database issues-**
 - Johnson worked with emergency alert companies- these are 911 calls that come direct to the PSAP on the 911 trunks from the alert devices. Johnson is working on a list to be provided to the PSAPs of companies providing this service and the details of the service.
 - She continued to work on regular data issues throughout the month.
- **ICC rewrite-** The ICC e-mailed a copy of the modified Administrative Code and no word on when the document will be filed as a formal document and receives a docket number.
- **Yearly ICC Reports-** Johnson completed the wireline report and it was mailed on 01-13-12 and the wireless report was submitted to the ICC on 01-10-12
- **Mapping-** PSAPs have been meeting to discuss pricing from the existing CAD vendor for mapping software. More calls and meetings will be taking place in the future to work out more detail on pricing for the County PSAP and to see new software demos.
- **VFIS Insurance-** the ETSB received a new quote for renewal and the VFIS increase was the deductible and the increase because of an addition of another tower. Crum Halstead said that they could not beat the price we were quoted and felt that the ETSB should stay with VFIS
- **Wireless Carriers-** Worked with carriers for new sites and additional testing.
- **Prairie Shield Meeting-** Johnson attended a meeting on January 25th. That group will start investigating the options for grant monies for NG911
- **Leland Radio Issue-** Johnson stated she has a name of the school district rep that worked with DATA on the fiber project and she will be contacting them about a tower for Leland Fire

ADJOURNMENT

VanLanduyt moved to adjourn the meeting, and was seconded by Harrison. The motion passed. The meeting adjourned at 5:05pm.

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.