



## **Minutes of the Board Meeting of November 7, 2012**

### **CALL TO ORDER**

Chairman Leoni called the meeting to order at 3:30pm.

### **BOARD MEMBERS PRESENT:**

Chairman Leoni, Hanson, Hicks, King, Mitchell, and Thomas, VanLanduyt arrived at 3:40pm

### **BOARD MEMBERS ABSENT:**

Lowery, Merritt, Metzger,

### **GUESTS PRESENT**

Jim Feyerherm Starved Rock Communications; Lisa Winckler, DeKalb County Sheriff Department; Lisa Miller, DeKalb Police Department; Jim Johnson, Genoa Assistant Fire Chief; Ty Lynch, Genoa Police Chief; Tom Garrelts Public Works; Jeff Stowasser, Motorola;

### **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 to move the Participating Agency Request- Genoa Police Department and Lockbox issue before old business since a member may need to leave and a decision may need to be made while there is a quorum by Thomas and seconded by Hicks to approve the agenda with those changes. The motion passed.

### **MINUTES**

A motion to approve the minutes of the October 3, 2012 meeting, The motion was made by Hanson and seconded by Mitchell. The motion passed.

### **Treasurer's Report**

- **Monthly Treasurers Report-** was presented and discussed.
  - A motion to approve the October monthly report was made by King and seconded by Thomas. Motion passed.
- **Bills Not Previously Submitted:** None Submitted

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**Bills Paid in November 2012**

Language Line Services	293.14
Housing Authority of the County of DeKalb	\$200.00
DeKalb County Treasurer	\$4,250.00
Starved Rock Communications	\$177.50
Starved Rock Communications	\$543.75
Castle Bank	\$958.28
Glenna Johnson	\$208.78
Kirkland Fire Department	\$100.00
Sungard Public Sector	\$1,120.00
Sungard Public Sector	\$25,625.00
Frontier AA2-3287	\$67.18
Frontier AA0-2381	\$97.25
Frontier AA0-3030	\$71.96
Frontier 900-9656	\$16,811.33
Frontier 899-8838	\$48.11
Frontier QL4-9093	\$259.06
Frontier QL0-4779	\$281.01
Frontier QL4-7793	\$281.09
Frontier QR0-4142	\$371.21
Frontier UH1-6056	\$91.60
<b>Total</b>	<b><u><u>\$51,856.25</u></u></b>

A motion to pay the November bills was made by Thomas and seconded by King. A roll call vote was taken: Chairman Leoni- Y, Hanson- Y, Hicks- Y, King- Y, Mitchell- Y, and Thomas- Y Motion passed.

- **Sikich Audit letter 2012-** Todd stated that he had received the engagement letter for the 2012 ETSB audit for the expense of \$5,800.00. Hanson made a motion to sign the letter and it was seconded by Hicks. Motion passed.
- **Participating Agency Request-**
  - **Genoa Police Department-** A discussion about the backup power at the South Genoa water tower and the need for a generator at that site. The City is requesting that the ETSB pay for the generator at that site. The ETSB has not paid for generators at the antenna sites in the past. The ETSB discussed that they could not pay for all of the purchase for the generator because it will not be used for just 911 purposes. The ETSB also does not pay rent to the City of Genoa to put equipment on the tower. A motion was made by Thomas to pay for the price of a 10k generator and the City of Genoa would be responsible for the balance of the purchase. The approximate price for a 10k generator will be \$4250.00 and VanLanduyt seconded the motion.
    - A roll call vote was taken: Chairman Leoni- Y, Hanson- Y, Hicks- Y, King- Y, Mitchell- Y, Thomas- Y and VanLanduyt- Y. Motion passed.
    - There was an additional discussion of the cost to put generators at the hubs of the rural fire infrastructure that did not have existing generators and that would be at Kirkland, Waterman, and Somonauk. The anticipated cost for those 3 sites should not exceed the amount of \$15,000.00.

- **Lock Box extension to the Fire Stations-**Johnson mentioned that at the last MABAS Meeting the fire departments requested that the lock box lines be extended to the fire stations at the expense of the ETSB since they could not afford to pay the monthly fee. She also mentioned that this had been discussed in 2010 and the board decided at that time not to fund the request. The board discussed this issue. A motion was made not to extend the lock boxes to the fire station but to increase the stipend to man the lock box to \$200.00 per incident. The motion was made by VanLanduyt and seconded by Hicks. Motion passed.

### **OLD BUSINESS**

- **Fire Radio Reports** Feyerherm reported:
  - **Winter site inspections-** Feyerherm stated in December he will make the rounds to check the heaters at the sites
  - **Waterman Antenna-** he stated that the antenna has been bent by the wind but still was working. The discussion was to decide whether to repair the antenna or wait until the antenna no longer worked. Thomas made a motion to repair the antenna and it was seconded by VanLanduyt. Motion passed.

### **NEW BUSINESS**

- **Wireless Surcharge-** Johnson covered a document that Frontier handed out at the state conference at their user group. That document was given to the INENA Legislative Committee for their review dealing with the current surcharge revenue. The sunset clause does need to be extended before the end of the year during the veto session,
- **Leland Rural Fire Radio Antenna-**
  - Johnson stated that she attempted to hand deliver the letter in the middle of October. She talked to a Village representative and they approved the letter that was delivered and they stated we could move forward with the installation without a special contract for the installation. The fiber install was moving forward to the tower.
  - Feyerherm stated that he hoped to have the antenna mounts installed by the end of November.
- **Texting 911-** Johnson stated the NENA Committee is working on a document of a standard message for the carriers and for the decision makers. More carriers are showing interest in sending text messages to the PSAPs. Verizon was just the fires one to start working on this implementation.
- **NG911/Mapping Software-**
  - Johnson stated the map contract for the DeKalb County Sheriff PSAP was signed and the ETSB paid the first payment. A meeting was held to discuss questions and procedural items between the county GIS department and the DeKalb City GIS department. The hardware needed for the mapping will be purchased closer to the install date to get the most current hardware at that time.
- **Legislation**
  - Johnson stated that the legislation that was introduced in February was still being fought by the Illinois Commerce Commission and the Illinois Telephone Association.

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- **PSAP Administrators' Report** – No Report
- **Persons to be heard from the floor** – None
- **Coordinator's Report** – Johnson reported the following:
  - **NENA-**
    - **Weekly Webinar/conference calls-** Johnson attends weekly calls on NG911
  - **INENA-**
    - **IPSTA Conference-** She attended the following sessions at the conference:
      - ETSB Rules and responsibilities- this covered many requirements on the ETSB- Audits/funding was discussed at length
      - INENA and APCO Meetings
      - Met with Vendors- 20 different vendors
      - PowerPhone- discussed pricing for the 2013 on classes and changes in their tablets that the ETSB had purchased in 2010.
  - **ICC rewrite-** The document has been heard and taken..
  - **Insurance-** King has given Johnson another name of a company to investigate options for insurance. She will be contacting those companies.
  - **Frontier-** there was an fiber cut which isolated the Kirkland exchange an the lock boxes were manned.
  - **NG911 Shared System-** The group met at the conference to discuss any question or concerns from what the systems saw in the vendor area.
  - **Elevator Phones-** she is working with Kishwaukee College on an additional issue that they are questioning how the blue phones in the parking lot are to work.
  - **AEDs-** Johnson stated that she is receiving many faxes dealing with the AED law and the notification to 911 of their locations. She was receiving faxes for surrounding counties not just DeKalb County.
  - **2013 Meeting dates-** she has pulled the dates together for next year and some dates will need to be discussed on change the meeting date. That will be discussed at the next meeting.

**ADJOURNMENT**

Thomas moved to adjourn the meeting, and was seconded by Mitchell. The motion passed. The meeting adjourned at 4:51pm.

Respectfully submitted,

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Glenna Johnson, Coordinator

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<u>OFFICERS</u>	<u>NAME</u>	<u>TERM (Two Year)</u>
Chairman	Mr. Carl Leoni	<i>January 1, 2012 – December 31, 2013</i>
Vice-Chairman	Mr. Bill King	<i>January 1, 2012 – December 31, 2013</i>
Secretary	Mr. Thomas	<i>November 7, 2012 – December 31, 2013</i>
Treasurer	Mr. Mark Todd	<i>Per Statute, County Treasurer</i>
Coordinator	Ms. Glenna Johnson	<i>At-Will Employee, Board Appointment</i>

<b>CURRENT Members</b>	<b>Entity Represented</b>	<b>ORIGINAL APPOINTMENT</b>	<b>TERM EXPIRES</b>
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
Gene Lowery	DeKalb Police Chief	06/20/2012	12/30/2015
Eric Hicks	DeKalb Fire Chief	08/15/2012	12/30/2015
Carl Leoni	DeKalb Police Lieutenant	08/15/2001	12/30/2013
Darren Mitchell	N.I.U. Police Deputy Chief	09/17/08	12/30/2013
Bill King	Sandwich Fire Chief	12/01/10	12/30/2015
Don Thomas	Sycamore Police Chief	01/18/2012	12/30/2015
Jay VanLanduyt	Member 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.