



**Minutes of the Board Meeting of  
October 3, 2012**

**CALL TO ORDER**

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

**BOARD MEMBERS PRESENT:**

Chairman Leoni, Hanson, King, Merritt, Metzger, Mitchell and VanLanduyt, Hicks arrived at 3:31pm and Lowery arrived at 3:35pm.

**BOARD MEMBERS ABSENT:**

Thomas

**GUESTS PRESENT**

Jim Feyerherm Starved Rock Communications; Lisa Winckler, DeKalb County Sheriff Department;

**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 Mitchell and seconded by King to approve the agenda. The motion passed.

**MINUTES**

A motion to approve the minutes of the September 5, 2012 meeting, The motion was made by Hicks and seconded by Mitchell. The motion passed.

**Treasurer's Report**

- **Monthly Treasurers Report-** was presented and discussed.
  - A motion to approve the September monthly report was made by Metzger and seconded by Merritt. Motion passed.
  - Todd mentioned that the money market accounts for the ETSB was moved to National Bank and Trust at the request of Citizen's Bank.
  
- **Bills Not Previously Submitted:** None Submitted

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**Bills Paid in October 2012**

Language Line Services	171.08
APCO International	\$310.00
NICOMM LLC-Sycamore Fire Dept.	\$1,447.00
NICOMM LLC-Sycamore Fire Dept.	\$53.00
Goerlitz Radio-Lee Fire Dept.	\$1,500.00
Castle Bank	\$200.10
Glenna Johnson	\$139.81
Starved Rock Communications	\$1,448.75
Frontier AA0-2381	\$81.00
Frontier AA0-3030	\$61.05
Frontier 900-9656	\$16,546.50
Frontier 899-8838	\$33.46
Frontier AA2-3287	\$61.05
Frontier QL4-9093	\$211.79
Frontier QL0-4779	\$230.47
Frontier QL4-7793	\$230.53
Frontier QR0-4142	\$305.33
Frontier UH1-6056	\$76.32
<b>Total</b>	<b><u><u>\$23,107.24</u></u></b>

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

**OLD BUSINESS**

- **Fire Radio Reports** Feyerherm reported:
  - **Fiber Installation-** Feyerherm stated he is moving forward with the installation in the north portion of the Rural Fire infrastructure in the county.

**NEW BUSINESS**

- **Officer Election-** A motion was made by Jay VanLanduyt to elect Thomas to the open position of ETSB Secretary with the term ending December 31, 2013 as part of the same motion was to close the election and the second was made by Metzger. Motion Passed.
  
- **Wireless Surcharge-** Johnson explained the special payout received during the month of September from the State Wireless Carrier Fund. This special payout is not something that can be planned for every year and may not happen every year. This normally will not happen if the funds are swept by the State for other purposes. If the sweeping is done that will keep all 911 Systems in the State of Illinois from getting federal grant monies in the future or at least 18 months from the last date that the funds are swept.

- **2013 Budget Committee-** The budget committee for 2013 will be Hanson, Thomas, Leoni and King. Todd and Johnson will also be part of the committee. They will meet prior to the end of November to prepare a budget for the ETSB to review and approve at the December ETSB Meeting
- **Leland Antenna-**
  - Johnson stated that the installation total of \$21,780.00 is still the same and that she talked to Hanson to see if the Sheriff Department would pay any monies toward that installation.
  - Hanson presented the proposed splitting of the installation costs. The total payment for the Sheriff Department would be the fiber installation, the yearly fee for the fiber and the equipment installation for the Sheriff Radio infrastructure and the ETSB would pay the installation charges of \$10,000.00 for the fire antenna. The ETSB would be responsible to pay any tower rental charges if the Village of Leland would decide to charge a fee.
  - Johnson also stated that the fee of \$10,000.00 would apply whether the antenna was installed at the Leland School or the Leland water tower. Also if the antenna was at either location it would be outside of the county.
  - A motion was made by Metzger and seconded by Merritt to approve the proposal and agreement with the installation at the Leland water tower. Roll call vote was taken; Chairman Leoni- Y, Hanson- Y, Hicks- Y, King- Y, Lowery- Y, Merritt- Y, Metzger- Y, Mitchell- Y and VanLanduyt- Y. Motion passed.
  - As part of the motion the Johnson was to send a letter to the Village stating that the ETSB would cover any damage if any caused by the installation of the antenna on the water tower in hope that the Village would not require a special contract so the project could move forward before winter.
- **Rural Fire Infrastructure Lightning Strike-**
  - Johnson covered the modified spreadsheet of the all lightning strikes since 2006 through the current strike in 2012. The site that was struck the most was the High Rise.
  - Johnson will check with other insurance companies for additional quotes comparable to the current insurance policy. Lowery stated that she should also check on catastrophic insurance in a way to reduce some of the ETSB expenses.
- **Texting-** Johnson again covered the anticipated four options for the interim texting that may be implemented in early 2013 with wireless carriers and their database providers.
- **NG911/Mapping Software-**
  - Johnson covered the spreadsheet with the discounted mapping pricing. She also stated that the ETSB would see the billing start for the fiber infrastructure for the PSAPs once this software is installed because the fiber is needed for the mapping instead of waiting for the new NG911 equipment and that cost would be \$7,000.00 as stated in the contract signed last year with DATA. Johnson stated that she had worked with DeKalb City IT and DeKalb County IMO to review hardware figures with them. They felt that the figures could possibly be high but felt that was a good decision to quote it like that for unexpected expenses.
  - Questions from the ETSB Members were whether there was room in the current equipment rooms that would hold the servers for the map and Johnson stated the

servers were virtual servers and was the software NG911 compliant and they have been told yes by the vendor.

- A motion was made to purchase all software and all hardware necessary to run the maps and interface to 911 not to exceed \$100,000.00 by Hanson and seconded by VanLanduyt. A roll call vote was taken; Chairman Leoni- Y, Hanson- Y, Hicks- Y, King- Y, Lowery- Y, Merritt- Y, Metzger- Y, Mitchell- Y and VanLanduyt- Y. Motion passed.

○ **Legislation**

- Johnson stated not a lot of new movement on the legislation.

○ **Participating Agency Request-**

- **Sycamore Police Department-** A discussion about the request continued from the last meeting. The discussion that a committee should be set up to work on what will be paid for in the future. There was also a discussion on why the ETSB pays for the fire infrastructure but the police infrastructure is paid for by the individual departments. Fire is also not charged any fees in any way for the use of the infrastructure.
- This discussion was tabled until the next meeting.

○ **PSAP Administrators' Report – No Report**

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

○ **Coordinator's Report – Johnson reported the following:**

- **VoIP Carriers-** ongoing work on the database and surcharge collections issues
- **NENA-**
  - **Weekly Webinar/conference calls-** Johnson attend weekly calls on NG911
- **INENA-** Johnson covered items from the meeting on Sept 6, 2012
- **October Conference-** This conference starts 10-21-12- One session that Johnson will be attending is ETSB Rules and responsibilities.
- **ICC rewrite-** No additional information
- **Wireless Carriers-** Sprint still testing for sites in the county
- **Frontier-** They are still charging late charges and they are processing orders for billing dates to be changed in order to meet billing cutoffs the months that the ETSB Meetings are later in the month. Frontier is removing all late charges that have been charged on the bills since this issue was caused when they changed billing systems and changed the dates the bills were mailed and payments were due.
  - Larry Smith – letter of retirement and his replacement
  - Johnson working on CML user password cleanup.
- **Wireless Monies-** she is still watching to make sure the monthly amounts stays about the same every month
- **Old Bills for radio purchases-** She is looking in office files for old bills that would have paid for radio items and also comparing what bills she did find to see if they were paid out of the splits fund that was dissolved in 2002
- **NG911 Meeting for Region 3-** she reported on what was covered in the regional NG 911 Meeting held October 2<sup>nd</sup>
- **Elevator Phones-** she is working with Kish College on phones that are coming into the PSAPs via auto dial that should possibly go to ten digit numbers in the PSAP by law. She has asked the ICC for their opinion. The ETSB should follow state law or the ICC decision.
- **Sandwich Fair and 911 Simulator-** Johnson and Winckler again worked at the county fair to get the word out to the children on what to expect when they call 911 via the 911 simulator. Johnson

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stated they had a child that came back this year to show that he knew what to answer since he could not answer the questions last year. That is a good sign.

**ADJOURNMENT**

Metzger moved to adjourn the meeting, and was seconded by Mitchell. The motion passed. The meeting adjourned at 4:53pm.

Respectfully submitted,

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Glenna Johnson, Coordinator

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<b>OFFICERS</b>	<b>NAME</b>	<b>TERM (Two Year)</b>
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.