



## **Minutes of the Board Meeting of September 5, 2012**

### **CALL TO ORDER**

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

### **BOARD MEMBERS PRESENT:**

Chairman Leoni, Hicks, King, Lowery, Merritt and Thomas

### **BOARD MEMBERS ABSENT:**

Hanson, Metzger, Mitchell and VanLanduyt.

### **GUESTS PRESENT**

Jim Feyerherm, Starved Rock Communications; Lisa Winckler, DeKalb County Sheriff Department; Lisa Miller, DeKalb Police Department; Tracy Smith DeKalb Police Department; Sheila Santos, DeKalb County IMO Department; 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 by King and seconded by Merritt to approve the agenda. The motion passed.

### **MINUTES**

A motion to approve the minutes of the August 1, 2012 meeting, The motion was made by Thomas and seconded by Lowery. The motion passed.

### **Treasurer's Report**

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

**Minutes of the DeKalb County ETSB of September 5, 2012**  
**Page 2 of 6**

**Bills Paid in September 2012**

|                                    |                                  |
|------------------------------------|----------------------------------|
| Language Line                      | \$148.87                         |
| Starved Rock Communications        | \$2,838.75                       |
| Sikich                             | \$100.00                         |
| Housing Authority of DeKalb County | \$200.00                         |
| Castle Bank                        | \$285.87                         |
| CritiCall                          | \$999.00                         |
| AMCO International                 | \$400.00                         |
| Glenna Johnson                     | \$155.15                         |
| Frontier AA0-2381                  | \$81.00                          |
| Frontier AA0-3030                  | \$61.05                          |
| Frontier 900-9656                  | \$16,546.31                      |
| Frontier 899-8838                  | \$33.46                          |
| Frontier AA2-3287                  | \$61.04                          |
| 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>\$22,964.94</u></u></b> |

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

**OLD BUSINESS**

- **Fire Radio Reports** Feyerherm reported:
  - **Kirkland-** He changed out a control card at that site but he will continue to watch to see if that fixed the repair issue.
  - He said there was nothing major happening during the past month.

**NEW BUSINESS**

- **October Meeting Date-** There was a discussion to change the date, location and time of the October meeting to evening in order to allow agencies from the county to attend the meeting. It was decided to leave the meeting at the normal date, location and time.
- **Narrow banding Transition Date-** Thomas stated that Feyerherm did a good job at their site in Sycamore. No new issues or additional comments were made. This will be removed from the agenda for future meetings.

○ **Leland Antenna-**

- Feyerherm reported the results of the meeting that he and Johnson attended at the Leland Village Hall. The Village Board gave their approval to install the antenna with the requirement that they will require a document of some type to protect the village especially since the welding would be done on the tower. There would be no fee to the ETSB from the Village to be on the tower.
- Johnson stated that there will also be a VoIP Carrier (T6) on top of the water tower.
- Starved Rock's charges to install at the Leland water tower would be as follows:
  - Sheriff Department antenna move from Rollo would be \$5,780.00
  - Fiber install- \$6,000.00 (used by both fire and Sheriff)
  - Fire infrastructure install- \$10,000.00
  - Grand total of \$21,780.00.
  - There would also be the additional yearly charge from DATA for the location addition to the DATA fiber.
- Rollo Tower Coverage for the Sheriff Department- Feyerherm stated that the coverage for the Leland tower comparison to the Rollo tower will stay the same.
- Feyerherm also stated that putting the fire antenna on top of the water tower would improve the fire coverage for other fire department and not just for Leland.
- The ETSB has asked Johnson to contact Hanson and Sheriff Scott to see what monies the Sheriff Department would consider putting towards this install. Merritt had mentioned that Hanson or Scott had sent an email to him that stated they would consider that move prior to the next ETSB Meeting. The move to the water tower would help the Sheriff Department with the large expense they pay to AT&T for the telephone line.
- The issue was tabled until the next meeting.

○ **Rural Fire Infrastructure Lightning Strike-**

- Johnson mentioned the document that she had emailed out during August is being expanded to detail the cost by location by site struck so the ETSB could see the impact of the damage by location which was a suggestion by Hanson.
- King asked about the High Rise being struck so many times and could the location be moved.
- Feyerherm said that said it is the hub of the fire infrastructure and does not recommend moving from that location but it could be done. Here was a question on whether there were other sites in the county that would be higher than the High Rise.

- **Texting-** Johnson said that national committees are still working on the documents for public education and she also stated that Verizon Wireless is still planning to move forward with offering texting to the PSAP in 2012. This will be rolled out an area at a time. It will not be implemented at every location all at once.

- **NG911/Mapping Software-**
  - Johnson covered the spreadsheet dealing with the mapping pricing. She also covered some of her concerns that the mapping vendor had answered while working with them.
  - Santos covered items that she had gone over with the vendor and how it would be easier for them to work with the map updates.
  - Johnson asked the ETSB if they would want her to schedule a demo with the vendor so they could see the software before they were to consider moving forward. They stated that is not necessary as long as the group that had worked with the vendor felt comfortable with the product.
  - Thomas made a motion for Johnson to go back to the vendor and ask for a best and final price for the mapping quote for the county and it was seconded by King. Motion passed.
  
- **Legislation-**
  - Johnson stated not a lot of new movement on the legislation. The state legislative committee will be trying to at least get the sunset clause in the wireless legislation extended beyond 2013.
  
- **Participating Agency Request-**
  - **Sycamore Police Department-** Thomas provided an update on the investigation they had done on the radio issues that he had covered last month. He stated that they had received quotes for some of the coverage issues and would like the ETSB to cover that expense. Ball park pricing was \$7,900.00
  - There was a question that had the ETSB covered items in the past for the Police Departments in the county like they had for the Fire Department microwave infrastructure. Feyerherm had stated that had been done. Johnson will need to review the ETSB files to see when bills had been paid in the past and what budget line items those payments were paid from.
  - King stated that he is not sure that it is the responsibility of the ETSB to pay for the Police radio infrastructure. There was a discussion that if this expense would be covered by the ETSB and that prior to that decision that there needs to be a policy written of what will be covered in the future for agencies and what agencies could put in requests for monies. Also all requests need to be in a formal document stating what was needed and explanation of why it is needed and what the final cost was going to be as the DeKalb Fire Department had done with their request.
  
- **PSAP Administrators' Report** – A meeting was held on 08/31/12 to work on SOPs for the ETSB. Johnson will type up the corrections/additions and provide to the ETSB after the PSAP Managers approve the document. The new document will require more inter-agency agreements between the PSAPs with the change in the SOPs. The ETSB approved previously to follow the NENA format for SOPs which means the ETSB SOPs will not be as detailed and that the SOPs for each PSAP will be more detailed. That decision was made because the ETSB does not have the legal right to put some of the requirements on the PSAPS that are in the current SOPs. Winckler had a copy of the first Inter-Agency agreement that they were working on.
  
- **Persons to be heard from the floor – no**

- **Coordinator's Report** – Johnson reported the following:
  - **VoIP Carriers-** she is doing ongoing work on the database and surcharge collections
  - **NENA-**
    - **Weekly Webinar/conference calls-** She attends weekly webinars and calls.
  - **INENA-** Johnson will attend the next meeting September 6, 2012.
  - **ICC rewrite-** No new news. Document still be reviewed at JCAR.
  - **Wireless Carriers-** Sprint is still doing testing of their infrastructure.
  - **Frontier-** Billing is an issue at this time. We are being charged late charges but Frontier is working on resolving the problem.
  - **Wireless Monies-** Seems to be recovering what we lost if the increase continues. She will continue to monitor.
  - **Officer Elections-** Need to fill Bruce Harrison's Secretary slot- That has been tabled until the October ETSB Meeting.
  - **EMD Class-** Class was held August 28<sup>th</sup> for 3 days at the COB building.
  - **Northern IL NG911 Meeting-** There was another meeting held on August 29<sup>th</sup> with the area 911 Coordinators/Directors that interested in sharing resources for the new NG911 solution.

**ADJOURNMENT**

Lowery moved to adjourn the meeting, and was seconded by Thomas. The motion passed. The meeting adjourned at 5:01pm.

Respectfully submitted,

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Glenna Johnson, Coordinator

**Minutes of the DeKalb County ETSB of September 5, 2012**  
**Page 6 of 6**

| <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       | Unassigned         | <i>January 1, 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<br/>Members</b> | <b>Entity Represented</b>      | <b>ORIGINAL<br/>APPOINTMENT</b> | <b>TERM<br/>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.