



**Minutes of the Board Meeting of
May 01, 2013**

CALL TO ORDER

Chairman King called the meeting to order at 3:29pm.

BOARD MEMBERS PRESENT:

Chairman King, Fullerton, Hanson, Hicks, Lowery, Merritt, and Thomas

BOARD MEMBERS ABSENT:

Leverton, Mitchell, and VanLanduyt

GUESTS PRESENT

Lisa Winckler, DeKalb County Sheriff Department; Jim Feyerherm, Starved Rock Communications;
Jeff Stowasser, Motorola; Pete Polerek, Sycamore Fire Department

ALSO PRESENT

Christine Johnson, DeKalb County Treasurer; Glenna Johnson, E911 Coordinator

AGENDA

Chairman King asked for any amendments to the agenda. The motion was made by Thomas and seconded by Fullerton to approve the agenda with the addition of the 2012 ETSB Audit. The motion passed.

MINUTES

A motion to approve the minutes of the April 3, 2013 meeting the motion was made by Hanson and seconded by Thomas. The motion passed.

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - A motion to approve the April monthly report was made by Thomas and seconded by Hicks. Motion passed.

- **Bills Not Previously Submitted:** None

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Bills Paid in May 2013

Language Line Services	87.47
Housing Authority of the County of DeKalb	\$200.00
911 Training Insitutue	\$750.00
Sikich	\$1,000.00
Castle Bank	\$419.64
Glenna Johnson	\$204.68
Olge County ETSB	\$303.32
Frontier AA0-2381	\$81.04
Frontier AA0-3030	\$61.07
Frontier 900-9656	\$16,531.70
Frontier 899-8838	\$32.72
Frontier AA2-3287	\$61.07
Frontier QL4-9093	\$211.89
Frontier QL0-4779	\$230.57
Frontier QL4-7793	\$230.64
Frontier QR0-4142	\$305.47
Frontier UH1-6056	\$76.36
Total	<u><u>\$20,787.64</u></u>

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

• **2012 Audit:**

- C. Johnson presented the Audit documents and discussed the financial statement of the documents. No major issues with the audit.
- Johnson stated that the fund balances improved by \$36,000.00 and that was due to the large onetime special payment received for wireless funds.
- Discussed the Management Letter

OLD BUSINESS

- **Fire Radio Reports** Feyerherm reported:
 - **High Rise-** Took another lightening strike. It hit the fiber equipment. He was able to use a spare port on the existing equipment to bring the site back up. He stated that there were no spares for the fiber sites. There was a discussion that the equipment at the High rise location could not be moved to another site without large cash out lay. King stated the ETSB should consider the use of the new tower at the New Police Department site instead of the High Rise.
 - Feyerherm explained the options for the spare for the fiber and also discussed voter equipment that would send a message to inform county when there is an issue. Hanson made a motion to purchase voter equipment at the amount of \$8131.00 and was seconded by Thomas. Motion passed
 - Lowery made a motion to purchase spare parts for the fiber infrastructure and it was seconded by Thomas for a purchase of \$11, 046.00. This equipment would work at most sites except for Genoa City Hall and East Genoa water tower.

- **Malta Fire Department-** Feyerherm received a call from the department for coverage issue. There was discussion about the coverage for Malta. He had told them to send a letter to Johnson about their issues and make a request for equipment that was needed to improve the coverage. Johnson stated she did receive that letter.
 - There was a lengthy discussion of the police infrastructure versus fire payments and coverage. He also stated that coverage within buildings is a whole another issue.
 - Lowery mentioned that the ETSB should have someone review our complete radio system and also asked that this be an agenda item for the June meeting.
- **NG911/Mapping-** G. Johnson Reported:
 - **Mapping Projects-** DeKalb Police Department is live on the CAD/map. Still working through the minor issues. County is still working on the data needed to implement the new map software. No date set to go live for them.
 - **NG911Project-** More detail on the line item of NG911 Consultant RFQ listed below.

NEW BUSINESS

- **Radio Issues**
 - **Leland Rural Fire Radio Antenna-** Feyerherm reported that site is up and running and no issues at this time
 - **Somonauk Tower-** Feyerherm reported that the tower was connected to the fiber. He did also talk to the Somonauk Mayor on what is the process as far as contacting him before repairs are done etc. The mayor stated he did not want to be notified of repair issues every time.
- **NG911 Consultant RFQ-**
 - Johnson stated that the RFQ is getting closer to be released to the ETSB's but it was not ready yet. Hanson requested that the board see the final document a head of time.
- **Equipment Disposal-** G. Johnson stated that there was equipment to be disposed of at Northern Illinois Police Department because of the lightning strike on April 17, 2013 and a computer from another repair call and Frontier did want the old computer. There were two computers and one TDD keyboard to be removed from the fixed asset list.
- **Texting 911-** Johnson stated:
 - NENA Committees are still working on a documents and standards
 - Nothing new has been released.
- **Legislation**
 - Johnson explained that she did attend 911 Goes to Springfield on April 17, 2013 and the region representative met with as many legislators carrying the message of HB 3073. The message was received very well. Poison Control in the Chicago area was still requesting that wording be added that some of the surcharge money would be paid to them. INENA and IAPCO are still working on getting that wording dropped from the pending legislation.

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- **Participating Agency Request-** None
- **PSAP Administrators' Report** – Meeting held that May 01, 2013 prior to ETSB Meeting.
 - Discussed scheduled training for May
- **Persons to be heard from the floor** – None
- **Coordinators Report**
 - **VoIP Carriers-** on going work on the database and surcharge collections
 - DNA Communications- still working with ICC to get clarification of legislation on VoIP carrier surcharge billing and remittance to the systems.
 - **NENA-** Attend Weekly webinar/conference calls on practice and procedures for NG911
 - **Budget line for Coordinators' pay-** Johnson stated that there are no issues with the budget line for her pay.
 - **ICC rewrite-** No news
 - **Frontier-** G. Johnson met with Frontier and discussed changes within Frontier and surcharge billing issues and what is needed for the move for the DeKalb Police Department move to the new building.
 - **Wireless Monies-** still watching and the monthly funds fluctuate about \$1000.00 per month up and down
 - **Disconnection of phone lines at microwave sites-** Johnson is working on placing the orders and working with the county to help them to get orders processed to disconnect their lines for their microwave sites.
- **July Meeting-** Hanson made a request to cancel the July meeting since the normal meeting date would fall just before the 4th of July holiday. Hicks stated that the date had already been changed to July 10th. Members stated that they would still be gone on the 10th and there may be an issue with a quorum so the ETSB decided to cancel the July meeting. The next meeting will be August 07, 2013.

ADJOURNMENT

Lowery moved to adjourn the meeting, and was seconded by Thomas. The motion passed. The meeting adjourned at 4:45pm.

Respectfully submitted,

Glenna Johnson, Coordinator

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<u>OFFICERS</u>	<u>NAME</u>	<u>TERM (Two Year)</u>
Chairman	Mr. Bill King	<i>April 01, 2013 – December 31, 2013</i>
Vice-Chairman	Mr. Todd Merritt	<i>April 01, 2013– December 31, 2013</i>
Secretary	Mr. Thomas	<i>November 7, 2012 – December 31, 2013</i>
Treasurer	Mrs. Christine Johnson	<i>Per Statute, County Treasurer</i>
Coordinator	Ms. Glenna Johnson	<i>At-Will Employee, Board Appointed, Start date 02-11-08</i>

CURRENT Members	Entity Represented	ORIGINAL APPOINTMENT	TERM EXPIRES
Todd Merritt	Member At Large North Fire Departments Retire Sheriff Deputy	12/01/2010	12/31/2013
Julia Fullerton	County Board Member	0/01/2013	11/30/2014
Gary Hanson	County Administrator	01/19/2000	12/31/2013
Gene Lowery	DeKalb Police Chief	06/20/2012	12/31/2015
Eric Hicks	DeKalb Fire Chief	08/15/2012	12/31/2015
Jason Leverton	DeKalb Police Commander	03/20/2013	12/31/2013
Darren Mitchell	N.I.U. Acting Police Chief	09/17/2008	12/31/2013
Bill King	Sandwich Police Chief	12/01/2010	12/31/2015
Don Thomas	Sycamore Police Chief	01/18/2012	12/31/2015
Jay VanLanduyt	Member At Large Hinckley Fire Chief South Fire Departments	12/01/2009	12/31/2013

10 Board Members Serving 4 year Staggered Terms, Except the County Board Member is a 2 Year Term.