



## **Minutes of the Board Meeting of November 6, 2013**

### **CALL TO ORDER**

Chairman King called the meeting to order at 3:33pm.

### **BOARD MEMBERS PRESENT:**

Hanson, Hicks, King, Leverton, Lowery, Merritt and Mitchell

### **BOARD MEMBERS ABSENT:**

Fullerton, Thomas, and VanLanduyt

### **GUESTS PRESENT**

Lisa Winckler, DeKalb County Sheriff Department; Lisa Miller, DeKalb Police Department; Tracy Smith, DeKalb Police Department; Wendy Flowers, Sandwich Police Department; Jeff Stowasser, Motorola Inc.

### **ALSO PRESENT**

Glenna Johnson, E911 Coordinator

### **AGENDA**

Chairman King asked for any amendments to the agenda. The motion was made by Hanson and seconded by Lowery to approve the agenda. The motion passed.

### **MINUTES**

A motion to approve the minutes of the October 2, 2013 meeting the motion was made by Hicks and seconded by VanLanduyt. The motion passed.

Leverton covered the award presentation that G Johnson received at the State IPSTA Conference. The award was an "Excellence Award" from the organization of the State of Illinois NENA. Johnson did not know she was to receive this honor.

### **Treasurer's Report**

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

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**Bills Paid in November 2013**

The Housing Authority of the County of DeKalb	200.00
Starved Rock Communications, Inc.	\$710.00
DeKalb County Sheriff's Department	\$125.00
Language Line Services, Inc.	\$54.87
NICOMM LLC	\$1,600.00
SunGard Public Sector	\$750.00
Castle Bank	\$1,328.99
Children's Learning Center	\$50.00
Glenna Johnson	\$168.92
Frontier AA0-3030	\$61.28
Frontier 900-9656	\$16,718.07
Frontier 899-8838	\$37.91
Frontier QL4-9093	\$212.70
Frontier QL0-4779	\$231.38
Frontier QL4-7793	\$231.47
Frontier QR0-4142	\$306.55
<b>Total</b>	<b><u><u>\$22,787.14</u></u></b>

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

**OLD BUSINESS**

- **Fire Radio Reports**
  - Johnson reported that the Paw Paw fire district was experience radio issues and the issues have been reported to Feyerherm on 10-28-13.
  - Mobile Command Post- it was prepared for the shutdown of the Sheriff PSAP for work in the PSAP. Dispatchers would be in the command post and at the DeKalb Police Department for dispatching in the rural county area.
  
- **Mapping Software- G. Johnson Reported:**
  - County PSAP has requested a training date in November to start the implementation process of the new map software. NIU and Sandwich will be added to the maps after the first of the year.

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**NEW BUSINESS**

- **Member Reappointments due for approval for 2014-** G. Johnson reported:
  - There are 5 members that their terms expire December 31, 2013. The new terms would be from January 1, 2014 to December 31, 2017. Those members are Hanson, Merritt, VanLanduyt, Leverton, and Mitchell. Three letters for reinstatement had been received at the county.
  
- **Ogle County Back up for 911 calls**
  - The Ogle County Coordinator had called G Johnson to ask if DeKalb County Sheriff or DeKalb City would entertain being the back up for Ogle County 911 if the Rochelle City 911 Dispatch would close. Both entities said they would entertain the idea but would need more details. There was a question if there would be any additional equipment needed and Johnson stated no.
  
- **DeKalb Police Department Move Update**
  - G. Johnson stated that with the DeKalb Police Department move to the new CAD Map that they have not used the microDATA as the main map. Johnson stated that the circuit will not be disconnected until the January 2014. There were issues with the move. A lot of frustration and finger pointing with the vendors. Johnson stated that should not have happened. There were still open issues as of the date of the meeting. She had requested a meeting to discuss the good and the bad issues of the move with Frontier.
  
- **NG911 Consultant RFP**
  - Johnson stated that the RFP had been distributed to all of the ETSB Members and Johnson was asking for any questions or additions to the document. There was a motion to approve the RFP by Hanson and seconded by Mitchell. Motion passed.
  
- **Texting 911-** Nothing new to report
  
- **Legislation**
  - Johnson stated she was officially appointed on the 9-1-1 advisory Board. That appointment was made official while Johnson was at the IPSTA Conference. The INENA and IAPCO Committee is looking into new legislation for 2014.
  
- **Participating Agency Request-** None
  
- **PSAP Administrators' Report** – Report from October 8, 2013- Items discussed was pending SOPs, public education items, training for the dispatchers for 2014.
  
- **Persons to be heard from the floor** – None

○ **Coordinators Report**

● **VoIP Carriers**

- Arrears accounts- Johnson stated she has contacted some of the VoIP Carriers that are in arrears but will be contacting the balance of them during the next month. There always are some that are late paying because they pay quarterly or every 6 months but there were more this month.
- New Carrier- OOMA is in the area possibly. Johnson will investigate.

● **INENA and IPSTA Conference-**

- Hanson, Leverton, Miller, Winckler, Johnson and 3 dispatchers attended the conference.
- Johnson stated she met with vendors. One vendor had a live NG911 system demo. Johnson asked the dispatchers if they had time if they could see that demo. They also visited with other vendors.
- Johnson was reappointed to the INENA Executive Board at the conference
- Ethics policy was discussed and Johnson talked to the INENA Attorney to see if the ETSB should have the ETSB policy and he stated that the ETSB should only follow the county ethics policy.

- **Frontier-** Johnson stated that she still has not received the letter from Frontier on the backup plan for the ECS1000.
- **Cad to Cad project-** Johnson stated she was able to find out there is a possibility that dark fiber exists today and the Sheriff PSAP and DeKalb PSAP need to investigate that before proceeding.
- **Wireless Carriers-** testing without approval. Johnson is working on trying to get that stopped. We have had carriers swamp the PSAPs with test calls and that should not happen.

○

**ADJOURNMENT**

Lowery moved to adjourn the meeting, and was seconded by Hicks. The motion passed. The meeting adjourned at 4:30pm.

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. 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>

<b>CURRENT Members</b>	<b>Entity Represented</b>	<b>ORIGINAL APPOINTMENT</b>	<b>TERM EXPIRES</b>
Todd Merritt	Member At Large North Fire Departments Retire Sheriff Deputy	12/01/2010	12/31/2013
Julia Fullerton	County Board Member	03/01/2013	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	Acting Chief N.I.U. Police	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.