



Minutes of the Board Meeting of March 5, 2014

CALL TO ORDER

Chairman King called the meeting to order at 3:31pm.

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Fullerton, Phillips, Thomas, and VanLanduyt

GUESTS PRESENT

Lisa Winckler, DeKalb County Sheriff Department; Latoya Marz, DeKalb Police Department; Charlotte Rangel, Northern Illinois University Police Department; Lt. Darren Johnson, Sycamore Police Department; Tracy Jones, DeKalb County Board Member

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 Hicks and seconded by Merritt to approve the agenda. The motion passed.

MINUTES

A motion to approve the minutes of the February 2014 meeting the motion was made by Lowery and seconded by Hicks. The motion passed.

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - A motion to approve the February monthly report was made by Hicks and seconded by Lowery. Motion passed.
 - C. Johnson also mentioned that she should be receiving the final 2013 audit within the next two months.
- **Bills Not Previously Submitted:** None

Bills Paid in March 2014

Language Line Services, Inc.	178.64
The Housing Authority of the County of DeKalb	\$200.00
Starved Rock Communications, Inc.-Malta FPD	\$950.00
Motorola-Somonauk Fire Department	\$1,700.00
Comelec East, Inc.-DeKalb Fire Department	\$1,750.00
Castle Bank	\$49.99
Glenna Johnson	\$504.00
SpectraSite	\$4,932.03
PowerPhone	\$6,250.00
PowerPhone	\$12,500.00
Frontier AA0-3030	\$61.28
Frontier 900-9656	\$25,540.33
Frontier 899-8838	\$38.86
Frontier QL4-9093	\$212.70
Frontier QL0-4779	\$231.38
Frontier QL4-7793	\$231.47
Frontier QR0-4142	\$306.55
Total	<u><u>\$55,637.23</u></u>

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

- 2013 Budget Resolution
 - C. Johnson explained the need for the yearly resolution to adjust the budget to address income balances. A motion was made to approve the resolution by Lowery and seconded by Hicks. Motion passed.

OLD BUSINESS

- **Fire Radio Reports**
 - G. Johnson reported on behalf of Feyerherm that Paw Paw Fire Department has trouble every once in a while. Feyerherm and Paw Paw Fire Dept. does not want to make any tone change at this time. He will report back if this gets any worse.
 - The Waterman site got struck by lightning on Thu Feb 20. It did damage to the Sheriff's receiver but nothing else. He was able to get it repaired and back in service by Friday. Everything else at the site is fine.
 - He will be doing a spring check out this month to all the sites checking the UPS and all the rest of the equipment. He will let G. Johnson know what day or days I work this preventative work in.
- **Mapping Software-**
 - G. Johnson Reported: County PSAP is very close to going live. Santos with IMO needed to work the data received from LaSalle County to make the data match up to the DeKalb map data. Sandwich and NIU will be implanted after they go live with the mapping.

NEW BUSINESS

- **UPS Replacement at Northern Illinois University PSAP (NIU) -**
 - G. Johnson stated that she visited the PSAP and talked to the electrician at NIU. She had checked the large UPS out and that it was working fine. She did not check the batteries. G. Johnson will have Feyerherm check out the UPS since he will be supporting it. The batteries will be addressed at that time.

- **National Telecommunicator Week 2014**
 - G. Johnson stated that she is working with the PSAP Managers to pick an item for April 2014 that will be given out the week of April 14th. She is also investigating working with other 911 systems to get a better price for what is purchased like she has done in the past years.

- **Ogle County Back up for 911 calls**
 - G. Johnson stated that the request is still on hold at this time.

- **NG911 Consultant RFP**
 - G. Johnson reported that the RFP had been published that all questioned were answered that the RFPs responses had been received. There were 5 responses. They ranged in price from \$87,000 to \$230,000. The NINGA group will be meeting April 25th to review the responses and evaluate them. G. Johnson asked that there be an equipment committee set up. Her suggestion for the committee was that PSAP Managers, dispatchers, Board Members and IT representatives from PSAPs and herself be on this committee. The ETSB expressed that they felt that the expertise of the choice should be all the users and not them and they only wanted to see the final vendors for a decision. G. Johnson also stated that the NINGA Shared Project is being watched by other systems and states since we are moving toward NG911.

- **ETSB SOP**
 - G. Johnson asked for any input since the board members had the document for a month to review. The ETSB stated that the approval should wait until the next meeting since Chief Phillips was not in attendance and there was a statement in the document that could impact that PSAP. This will be covered during the April ETSB Meeting.

- **Texting 911**
 - There is a meeting scheduled March 7, 2014 for three vendors to demo their texting solutions and people that should attend should be board members, dispatchers or basically any one working with a PSAP.

- **Legislation**
 - **9-1-1 Services Advisory Board-** G. Johnson is gathering data for DeKalb County as far as full expenses to run a PSAP not just ETSB expenses that will be reported by March 21, 2014. G. Johnson stated that an item in the FCC report surfaced and was discussed at the next meeting. The ICC explained the report that they provided to the FCC. Items being discussed during the Advisory Board meetings are expenses, consolidation.

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- G. Johnson had provided a list of the legislation that had been introduced in 2014 that would impact the ETSB or the entity that the PSAP is located at. She will continue to stay involved in the legislation process dealing with any pending 911 legislation.
- **Participating Agency Request-**
 - **Sycamore Police Department bill payment request-** the bill was discussed but since Chief Thomas was not in attendance the request was tabled until he would be available to provide more detail on the bill request.
- **PSAP Administrators' Report**
 - March 5, 2014 Meeting: Johnson stated that they discussed: ETSB SOP, Training, IDPH certification, National TC Week, texting meeting coming up
- **Persons to be heard from the floor –**
 - **Hanson introduced Tracy Johnson-** he had been recommended to the DeKalb County Board to replace Julia Fullerton on the ETSB. That appointment would be approved at the March County Board Meeting.
 - **Lowery asked what was the status on the Frontier letter-** G. Johnson stated that she had not heard anything from them. Frontier always say the letter is ready and they just need to review it and then send it out. The ETSB discussed what the next action to be taken was. G. Johnson was to talk to the States Attorney.
- **Coordinators Report**
 - **911 Goes To Washington-**
 - Johnson will be going to Washington DC to meet with legislators starting the week of March 23rd and all expenses will be paid for by INENA.
 - **VoIP Carriers**
 - Arrears accounts- she provided a current copy of the status of payments.
 - Working on database errors with Comcast and T6
 - **PowerPhone Training Dates-**
 - Judo Class- March 11th and 12th
 - Other PowerPhone Classes will be held the end of May and beginning of June
 - PSTC Classes- those dates have not been worked out
- **911 Goes To Springfield-** G. Johnson stated that will be April 2nd and that is why the April ETSB Meeting would be moved a week out. That was approved when the dates were approved in December.
- **LaSalle County requests-** G. Johnson stated that she had received requests dealing with wireless and surcharge monies. She will review and report back to the board.

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ADJOURNMENT

Merritt moved to adjourn the meeting, and was seconded by Leverton. The motion passed. The meeting adjourned at 4:50pm.

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>February 05, 2014 – December 31, 2015</i>
Vice-Chairman	Mr. Todd Merritt	<i>February 05, 2014 – December 31, 2015</i>
Secretary	Mr. Thomas	<i>February 05, 2014 – December 31, 2015</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	12/31/2017
Julia Fullerton	County Board Member	03/01/2013	11/30/2014
Gary Hanson	County Administrator	01/19/2000	12/31/2017
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	12/31/2017
Thomas Phillips	Chief N.I.U. Police	01-01-14	12/31/2017
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	12/31/2017

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