



**Minutes of the Board Meeting of  
May 7, 2014**

**CALL TO ORDER**

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

**BOARD MEMBERS PRESENT:**

Hanson, Hicks, King, Merritt, Thomas, and VanLanduyt Phillips arrived at 3:35pm

**BOARD MEMBERS ABSENT:**

Jones, Leverton, Lowery,

**GUESTS PRESENT**

Lisa Winckler, DeKalb County Sheriff Department; Charlotte Rangel, Northern Illinois University Police Department; Wendy Flowers, Sandwich Police Department; Jim Feyerherm, Starved Rock Communications

**ALSO PRESENT**

Glenna Johnson, E911 Coordinator

**AGENDA**

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

**MINUTES**

A motion to approve the minutes of the April 9, 2014 meeting the motion was made by Hicks 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 Hicks and seconded by Thomas. Motion passed.
  
- **Bills Not Previously Submitted:** None

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**Bills Paid in May 2014**

Comelec East, Inc.	1,731.00
The Housing Authority of the County of DeKalb	200.00
Promos 911, Inc.	427.41
DeKalb County Treasurer	8,500.00
Starved Rock Communications, Inc.	237.50
PowerPhone, Inc.	10,780.00
Glenna Johnson	336.77
Castle Bank	511.80
DeKalb County Government	1,106.60
Frontier AA0-3030	61.28
Frontier 900-9656	15,832.78
Frontier 899-8838	38.88
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>\$40,746.12</u></u></b>

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

**OLD BUSINESS**

- **Fire Radio Reports**
  - Feyerherm reported-
    - No major issues.
    - South MABAS location has had a bad module. He will have it repaired Thursday.
    - He will be doing his site visits of all locations prior to the next ETSB Meeting.
- **Mapping Software-**
  - G. Johnson Reported: County PSAP requested the new software be loaded. Johnson had met with Sandwich Police Chief and Wendy Flowers to discuss map software options and she will request a meeting with NIU.

**NEW BUSINESS**

- **National Telecommunicator Week 2014**
  - G. Johnson passed around a copy of the portfolio and the letter that was delivered the week of April 14<sup>th</sup>. She worked with Ogle County and the State of Texas to get a better price for the items. All PSAPs were very appreciative. She also passed around a thank you noted from the Sheriff Department dispatchers.
- **Ogle County Back up for 911 calls**
  - G. Johnson stated that the request is still on hold at this time.

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- **NG911 Consultant RFP**
  - G. Johnson reported the NINGA Group met on April 25<sup>th</sup> to review the 5 responses. 1 RFP did not meet the requested items. They ranked them and will notify the 2 vendors of the upcoming interview. They will meet again on May 29<sup>th</sup> for vendor presentations. They hope to bring the recommendation to the boards at the June ETSB Meetings.
  
- **ETSB SOP**
  - Motion was made by Thomas and seconded by Hanson to approve the updated ETSB SOP. Motion passed.
  
- **Texting 911**
  - There will be another demo at the INENA/APCO Meeting on May 8, 2014. Johnson will attend.
  
- **Legislation**
  - **9-1-1 Services Advisory Board-** G. Johnson presented the hard copy of the board's report. Hanson mentioned it should be posted on the county website. Johnson said that she would have that posted.
  
  - **SB2674-** G. Johnson stated that Senator Harmon had provided updated wording and INENA/APCO had a call to action today to fill out witness slips opposing the bill. Johnson had filed her witness slip. INENA/APCO is trying to get the wording to remove Poison Control on receiving wireless monies. It is understood that Poison Control needs money but not 9-1-1 monies.
  
- **Participating Agency Request-**
  - **Shabbona Fire Department request-** Chief VanLanduyt had a request from Shabbona Fire to be able to use the current stipend for a system called Command Communications. The new software would send the page to a cellphone text. Hanson asked if this would replace the current system some day and the answer was no. Shabbona would pay any additional or ongoing fees. The ETSB had no problem with using the money towards that expense.
  
- **PSAP Administrators' Report**
  - April 9, 2014 Meeting: Johnson stated that they discussed: TDD device replacement, recording equipment, RFP process for NG9-1-1.
  
- **Persons to be heard from the floor – None**
  
- **Coordinators Report**
  - **Frontier Billing issues-**
    - Johnson stated she is still working on bill issues.

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- **PowerPhone Training Dates-**
  - May 28<sup>th</sup> and 29<sup>th</sup> and June 4th
  - PSTC Classes- September 11th and 12th
  
- **XP support-**
  - G. Johnson stated that the 911 equipment is running on XP but is on a closed network and should not be impacted by viruses and hopefully will last until new NG9-1-1 equipment can be purchased.
  - Recorders- Word Systems did need to reload the replay software on a new computer because the old XP computer died.
  
- **Vacation-** Johnson stated she would be on vacation starting May 17 and return May 28.

**ADJOURNMENT**

Merritt moved to adjourn the meeting, and was seconded by Hicks. The motion passed. The meeting adjourned at 4:10pm..

Respectfully submitted,

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Glenna Johnson, Coordinator

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

<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	12/31/2017
Tracy Jones	County Board Member	04/01/2014	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.