



**Minutes of the Board Meeting of  
October 1, 2014**

**CALL TO ORDER**

Chairman King called the meeting to order at 3:34pm.

**BOARD MEMBERS PRESENT:**

Hanson, Hicks, King, Leverton, Lowery, Merritt

**BOARD MEMBERS ABSENT:**

Jones, Phillips, Thomas and VanLanduyt

**GUESTS PRESENT**

Charlotte Rangel, Northern Illinois Police Department; Pete Polerek, Sycamore Fire Department;  
Jim Feyerherm, Starved Rock Communications; Chief Breeze, Waterman Police 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 Hanson and seconded by Lowery to approve the agenda. The motion passed.

**MINUTES**

A motion to approve the minutes of the September 3, 2014 meeting the motion was made by Merritt and seconded by Leverton. The motion passed.

**Treasurer's Report**

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

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**Bills Paid in October 2014**

Language Line Services, Inc.	\$86.07
<b>PowerPhone</b>	<b>\$1,447.00</b>
<b>Castle Bank</b>	<b>\$963.31</b>
<b>Glenna Johnson</b>	<b>\$174.98</b>
<b>Frontier AA0-3030</b>	<b>\$61.28</b>
<b>Frontier 900-9656</b>	<b>\$15,837.62</b>
<b>Frontier 899-8838</b>	<b>\$41.59</b>
<b>Frontier QL4-9093</b>	<b>\$212.70</b>
<b>Frontier QL0-4779</b>	<b>\$231.38</b>
<b>Frontier QL4-7793</b>	<b>\$231.47</b>
<b>Frontier QR0-4142</b>	<b>\$306.55</b>
<b>Total</b>	<hr/> <b>\$19,593.95</b> <hr/>

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

**OLD BUSINESS**

- **Fire Radio Reports**
  - Feyerherm stated- No Report
  
- **Mapping Software-**
  - G. Johnson Reported- She met with Ed Harvey with DATA to get final pricing and route detail to bring the mapping live on the fiber for Sandwich PSAP and NIU PSAP.
  - Lowery mentioned that agreements need to be in place before moving forward. Need to finalize discussion.

**NEW BUSINESS**

- **Budget Committee-**
  - G. Johnson discussed the need to update the Budget Committee. New committee will be Hanson, King, Merritt and Leverton, C. Johnson, C. Hansen and G. Johnson. The committee will meet late October or early November.
  
- **Legislation**
  - 9-1-1 Services Advisory Board- Next meeting is October 21, 2014. They are waiting for Audit Reports that systems needed to file by October 01, 2014 before further discussion on the action items from the legislation that was effective July 1, 2014.
  
- **Participating Agency Request-** None
  
- **PSAP Administrators' Report-** No Report

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- **Persons to be heard from the floor –**
  - Feyerherm mentioned billing error on the 911 Surcharge for his church. G. Johnson said that the 911 Systems do not have the right to audit the phone companies just bring the billing errors to their attention. This was per a statement made during a 911 Advisory Board Meeting during the first working sessions. Feyerherm is to bring in a copy of the bill to G. Johnson to get the error fixed.
  - Hicks mentioned that Republic Wireless is doing business in DeKalb County. G. Johnson will investigate.
- **Coordinators Report**
- **Language Translations-**
  - Johnson signed the Voiance contract
  - In process of setting training dates etc.
- **Frontier**
  - Billing errors- still no resolution on the back billing of the long distance from router for 911 call transfers.
  - Addressing issues/User Change- Johnson is working with Greensburg in this issue.
  - Database trunk move to Intrado- moved 9/18/14 there were no major issues. Only needed to test from one PSAP.
  
  - Outage 9-03-14- south portion of the County and Sandwich PSAP and the lock boxes were manned for 7 hrs.
- **Surcharge Arrears report-**
  - Surcharge rate- ICC email- action still need to review with Carriers
  - G. Johnson will be investigating the billing for carrier to make sure the advanced services calculation is not being used in DeKalb County.
- **AT&T Meeting-** Johnson attended a User Group on 09/10/14. She did get information on an escalation policy with them.
- **Address issue sheet-** Johnson created an address sheet the communities will use to notify 911 of address additions/deletions/changes. She has sent the form to Village of Hinckley.
- **Consulting Contract**
  - Meeting held Sept. 16- more changes made
  - Boards are now approving the contract for signature
- **Texting-** NWCD live- Implementation is not a large impact on the PSAP it was about 7 valid requests for service in August.

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**ADJOURNMENT**

Lowery moved to adjourn the meeting, and was seconded by Hicks. The motion passed. The meeting adjourned at 4:07pm.

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	Representing Sandwich Police Department	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.