



**Minutes of the Board Meeting of
September 3, 2014**

CALL TO ORDER

Vice Chairman Merritt called the meeting to order at 3:32pm.

BOARD MEMBERS PRESENT:

Hanson, Hicks, Jones, Leverton, Merritt, Phillips Thomas, and VanLanduyt

BOARD MEMBERS ABSENT:

King and Lowery

GUESTS PRESENT

Lisa Winckler, DeKalb County Sheriff Department; Charlotte Rangel, Northern Illinois Police Department; Chris Halstead, DeKalb County IMO; Tracy Smith, DeKalb Police Department; Pete Polerek, Sycamore Fire Department;

ALSO PRESENT

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

AGENDA

Vice Chairman Merritt asked for any amendments to the agenda. The motion was made by Thomas and seconded by Jones to approve the agenda. The motion passed.

MINUTES

A motion to approve the minutes of the August 6, 2014 meeting the motion was made by Hanson and seconded by Hicks. The motion passed.

Treasurer's Report

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

- **Bills Not Previously Submitted:** None

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Bills Paid in September 2014

Language Line Services, Inc.	\$301.45
Fire System Maintenance	\$1,917.50
The Housing Authority of the County of DeKalb	\$200.00
Word Systems, Inc.	\$358.00
Genoa-Kingston Fire District	\$1,750.00
Starved Rock Communications, Inc.	\$427.50
Starved Rock Communications, Inc.	\$1,558.75
Starved Rock Communications, Inc.	\$2,831.25
Glenna Johnson	\$63.87
Castle Bank	\$1,317.65
Frontier AA0-3030	\$61.28
Frontier 900-9656	\$15,838.62
Frontier 899-8838	\$38.87
Frontier QL4-9093	\$212.70
Frontier QL0-4779	\$231.38
Frontier QL4-7793	\$231.47
Frontier QR0-4142	\$306.55
Total	<u><u>\$27,646.84</u></u>

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

OLD BUSINESS

- **Fire Radio Reports**
 - Feyerherm was absent- No Report

- **Mapping Software-**
 - G. Johnson Reported- She will be setting up a meeting with DATA to get final pricing and route detail to bring the mapping live on the fiber for Sandwich PSAP and NIU PSAP. Sandwich PSAP and NIU PSAP are considering their options for mapping.
 - Fire Boundary Issue- Hicks asked G. Johnson what was the status on the address location of 3100 Sycamore Rd and 2280 Bethany Rd for correction of fire dispatch dealing with these addresses. Winckler informed the board of the explained the issue. Johnson stated she would investigate and report back to the board.

NEW BUSINESS

- **911 Calls- Address issue**
 - Johnson introduced Chris Halstead from DeKalb County Information Management Office. Halstead stated she has been working on the 911 addresses dealing with the county Cisco phone system. Test calls have displayed incorrect addresses. There has been confusion on the database holder and corrections of that data. There was a meeting with their database provider. Johnson stated that Halstead has been working very diligently on this issue to make sure all address and call routing is correct.
 - Hanson mentioned the process that Johnson had sent out letters previously to the entities that must meet the state law dealing with structures of 40,000 square feet or larger. Johnson stated she only works with systems as the errors come in and have not followed up with every entity since the original notification.

- **Texting 911**
 - G. Johnson discussed the implementation into the PSAPs is moving slowly. Nothing new beyond that.

- **Legislation**
 - **9-1-1 Services Advisory Board-** G. stated that the first meeting was August 26, 2014. Legislators will hold the Chairman position of the meeting. The action items were discussed at the first meeting. The board is waiting for the ICC Audits that each 9-1-1 System has to file no later than October 1, 2014.

- **Participating Agency Request- None**

- **PSAP Administrators' Report- Meeting 09-03-14**
 - Training for 2015
 - Language Services
 - Texting
 - Mapping
 - Updating of the Power Phone tablets
 - IPSTA Conference

- **Persons to be heard from the floor – None**

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- **Coordinators Report**
 - **Frontier-**
 - **Billing issues-**
 - Johnson stated she is still working on bill issues for long distance.
 - **Addressing issues-** working with Greensburg database office to resolve issues
 - **Power Issue-** Johnson reported that she had worked with the States Attorney's Office and they have stated there is no legal option to pursue. They suggested continually contacting Frontier until the letter is received of the backup plan.
 - **Rate Increase-** There was a Subscriber line charge and the increase impact on the bills was \$8.96.
 - **Surcharge Arrears Report-** Johnson covered the handout of surcharges for all carriers
 - **Language Translations-** Johnson stated that there was a call on August 22nd with the vendor of choice. She also had received an example of a service agreement. The final decision is to move to Voiance in order to save money.
 - **PSTC Class** - Johnson stated that there was going to be a class hosted in the county on September 11th and 12th. The class is paid for my INENA.

ADJOURNMENT

Jones moved to adjourn the meeting, and was seconded by Thomas. The motion passed. The meeting adjourned at 4:05pm.

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
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.