



Minutes of the Board Meeting of December 2, 2015

CALL TO ORDER

Chairman King called the meeting to order at 3:00pm.

BOARD MEMBERS PRESENT:

Hanson, Hicks, King, Leverton, Polarek and VanLanduyt and Lowery arrived at 3:25pm.

BOARD MEMBERS ABSENT:

Jones, Merritt, Phillips

GUESTS PRESENT

Lisa Winckler, DeKalb County Sheriff Department; Jim Feyerherm, Starved Rock Communications; Chief Bianchi, Sandwich Police Department; Joseph Przybyla, NIU Police Department; Charlotte Rangel, NIU 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 Polarek and seconded by Leverton to approve the agenda. The motion passed.

MINUTES

- **General Meeting Minutes:** A motion to approve the minutes of the October 14, 2015 meeting the motion was made by Hanson and seconded by VanLanduyt. The motion passed.

Treasurer's Report

- **Monthly Treasurers Report-** was presented and discussed.
 - A motion to approve the October monthly report was made by Hicks and seconded by Leverton. Motion passed.
 - A motion to approve the November monthly report was made by Hanson and seconded by VanLanduyt. Motion passed.

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- **Bills Not Previously Submitted:** none

Bills Paid in November 2015

Power Phone	\$299.00
Malta FPD	\$983.40
First National Bank	\$1,158.19
Glenna Johnson	\$338.43
Frontier AA0-3030	\$61.37
Frontier 900-9656	\$15,438.03
Frontier 899-8838	\$43.84
Frontier QL4-9093	\$227.16
Frontier QL0-4779	\$231.70
Frontier QL4-7793	\$231.70
Frontier QR0-4142	\$306.97

Total	\$19,319.79
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A motion to pay the November bills was made by VanLanduyt and seconded by Hanson. A roll call vote was taken: Chairman King- Y, Hanson- Y, Hicks- Y, Leverton- Y, Polarek- Y and VanLanduyt- Y. Motion passed.

Bills Paid in December 2015

Voiance	\$54.81
Shabbona Fire Department	\$1,750.00
Glenna Johnson	\$257.33
First National Banl Omaha	\$516.25
Sandwich Police Dare Program	\$50.00
Starved Rock Communications, Inc.	\$7,560.00
Starved Rock Communications, Inc.	\$7,560.00
Starved Rock Communications, Inc.	\$7,560.00
Starved Rock Communications, Inc.	\$617.50
Contribution to Capital	\$60,000.00
Frontier AA0-3030	\$61.37
Frontier 900-9656	\$15,437.61
Frontier 899-8838	\$43.84
Frontier QL4-9093	\$227.16
Frontier QL0-4779	\$231.70
Frontier QL4-7793	\$231.70
Frontier QR0-4142	\$306.97

Total	\$102,466.24
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A motion to pay the December bills was made by Polarek and seconded by Hicks. A roll call vote was taken: Chairman King- Y, Hanson- Y, Hicks- Y, Leverton- Y, Polarek- Y and VanLanduyt- Y. Motion passed.

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OLD BUSINESS

▪ **Fire Radio Reports**

- Feyerherm reported:
 - He discussed that issue with the installation of the Malta location.
 - Keslinger site
 - Heater has been installed temporarily. He suggested getting a heater for that site.
 - Hanson made a motion to purchase a new heater for that location not to exceed the cost of \$500.00 and VanLanduyt seconded. Motion passed.
 - Sheriff is looking to move out of the current building and possibly work with a wireless carrier to install radio equipment in their building at the same location as the current site.

▪ **Mapping Software-**

- Johnson stated she needs to order the hardware to connect to the fiber and the new computers.
- Still working through the intergovernmental agreements.

NEW BUSINESS

▪ **2016 Budget Review-**

- C. Johnson reviewed the 2016 budgets.
- Fire pagers would be dropped for the 2016 budget.
- Discussed the transfer of \$60,000.00 from the General Budget to Capital Budget for NG911.
- NG911 Budget amount was reduced to \$750,000.00.
- VanLanduyt made a motion to approve the 2016 budgets and to include the personnel raise and it was seconded by Polarek. Roll call vote was taken. Chairman King- Y, Hanson- Y, Hicks- Y, Leverton- Y, Lowery- Y, Polarek- Y and VanLanduyt- Y. Motion passed.

○ **Closed Session- to discuss employee contract 2016**

- Motion was made by Hanson and seconded by Lowery to go into closed session at 4:00pm. Roll call vote was taken- Chairman King- Y, Hanson- Y, Hicks- Y, Leverton- Y, Lowery- Y, Polarek- Y and VanLanduyt- Y. Motion passed.
- Meeting was opened back to open session at 4:10pm.
- Lowery made a motion to approve a raise for the Coordinator of 2.5% and was seconded by Hicks. Roll call vote was taken. Chairman King- Y, Hanson- Y, Hicks- Y, Leverton- Y, Lowery- Y, Polarek- Y and VanLanduyt- Y. Motion passed.

- **Purchasing/Procurement policy**
 - C. Johnson stated she is still working on this policy. Item was tabled for a later review.
- **2016 Meeting dates-** G. Johnson covered the 2016 meeting dates.
 - All meetings would be on the first Wednesday of the month except February which would be moved to the second week.
 - January and July Meetings would be cancelled.
 - A motion was made by VanLanduyt and seconded by Leverton to approve the dates. Motion passed.
- **Election of Officers starting January 2016-**
 - Hicks nominated Leverton as the new Chairman since King was leaving the ETSB. The Vice Chairman slot would be discussed at the February Meeting since Merritt was not in attendance of the meeting and it was unsure that he still wanted to be the Vice Chair.
 - Motion was made by Hicks to elect Leverton as Chairman and seconded by Hanson. Motion Passed
 - A plaque was given to King for his dedication to the ETSB since he was leaving as of 2016.
- **Fire Radio Infrastructure/Lightning Strikes**
 - Johnson stated that the insurance deductible had been increased because of the large lighting strike in 2015.
 - There was a discussion to relocate away from the Taylor location.
 - There was a suggestion to set up a sub committee to review locations. That was tabled.
 - There was a discussion to investigate the policy with a new company. Johnson will investigate that in 2016.
- **NG911 Update-**
 - Johnson stated the RFP responses were received on October 23, 2015.
 - Five vendors responded.
 - RFP responses have been reviewed by the consultant and the NINGA Coordinators.
 - Three vendors were interviewed on November 18, 2015.
 - Process has been stalled because of the monies being held by the state.
 - Dates were being discussed for vendors to demo what they have priced.
- **Sub Committee Report-** No report

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- **Legislation-**
 - Johnson stated they had already covered most of the items throughout other agenda items.
- **Participating Agency Request-** No report
- **PSAP Managers Report-** Johnson reported they met December 2, 2015 and discussed: lock box disconnection, Power Phone software, Training, NINGA RFP status, Consolidation/waiver, State Advisory Board items, and IPSTA Conference status on Vender meetings.
- **Persons to be heard from the floor – none**
- **Coordinators Report-**
 - **Wireless Check-** Johnson stated the wireless monies are being held until the State Budget is approved. HB4305 will address appropriations to release the monies.
 - **County Advisory Board-** Johnson stated she had attended the last Law and Justice Meeting November 23rd.
 - There were discussions during that meeting to start charging the Fire Departments for dispatch services.
 - There was also a discussion on the AR911 Report filing and that the monies on that report has nothing to do with the County budget except for the dispatch reimbursement on that report and training for dispatchers that the ETSB pays.
 - **Lock Boxes-**
 - Johnson stated that she had been working with Frontier to disconnect the lock boxes after January 1, 2016. Frontier will set the schedule for disconnection.
 - Polarek requested that the Fire Departments be notified when they will be disconnected. Johnson stated she would make sure that was done.

ADJOURNMENT

Lowery moved to adjourn the meeting, and was seconded by Hicks. The motion passed. The meeting adjourned at 4:55pm.

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. Polarek	<i>January 01, 2015 – 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	11/30/2016
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
Pete Polarek	Sycamore Fire Chief	01/01/15	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.