



**Minutes of the Board Meeting of
March 02, 2016**

CALL TO ORDER

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

BOARD MEMBERS PRESENT:

Hanson, Bianchi, Leverton, Jones, Merritt, Phillips, Polarek, VanLanduyt and Hicks arrived at 3:18pm.

BOARD MEMBERS ABSENT:

Lowery

GUESTS PRESENT

Lisa Winckler, DeKalb County Sheriff Department; Joseph Przybyla, NIU Police Department; Jim Feyerherm, Starved Rock Communications,

ALSO PRESENT

Glenna Johnson, E911 Coordinator

AGENDA

- Chairman Leverton asked for any amendments to the agenda. The motion was made by Jones and seconded by Bianchi to approve the agenda. The motion passed.

MINUTES

- **General Meeting Minutes:**
 - A motion to approve the minutes of the February 10, 2016 meeting was made after Johnson covered corrections dealing with the description of motion with the February bills for dispatch reimbursement, NG911 and Subcommittee Report was made by Jones and seconded by Bianchi. The motion passed.
- **FY2015 Budget Amendment:**
 - G. Johnson explained the resolution for the FY2015 Budget. A motion to approve the resolution was made by Hanson and seconded by Polarek. Motion passed.

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Treasurer's Report

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

- **Bills Not Previously Submitted:** none

Bills Paid in March 2016

CDI Infrastructure, LLC	\$2,581.10
Powerphone, Inc.	\$299.00
First National Bank Omaha	\$125.27
DeKalb County Treasurer	\$7,000.00
Glenna Johnson	\$139.62
Frontier AA0-3030	\$61.37
Frontier 899-8838	\$44.96
Frontier QL4-9093	\$227.16
Frontier QL0-4779	\$231.70
Frontier QL4-7793	\$231.70
Frontier QR0-4142	\$306.97
TOTAL	\$11,248.85

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

OLD BUSINESS

- **Fire Radio Reports**
 - Feyerherm reported:
 - Covered why the bill issued to the board for the heater at Keslinger was higher than approved by the ETSB in December. The issues were with the electricity. He stated he should have called Johnson to explain before moving forward.
 - He stated the Malta site was working properly and the NIU Technician was very helpful with the installation.
 - The Tower Rd site is installed.
 - He stated he was not positive of the procedure for notification when there is a fiber issue. Johnson thought that the proper procedure was to notify the NIU repair center. She will investigate and notify him of the proper policy.

- He stated that he had been notified of an issue with the Paw Paw coverage area. He will continue to work with Paw Paw Fire and Lisa to find out what is causing the issue.
- **Mapping Software-**
 - Johnson stated she needs to order the hardware to connect to the fiber and the new computers.

NEW BUSINESS

- **Purchasing/Procurement policy**
 - G. Johnson reported for C. Johnson that she is working on this document and hopes to have a copy for the ETSB to review within the next two months.
- **NG911 Update-**
 - Johnson stated:
 - NINGA has decided to split the costs by number of systems and number of positions for the final pricing depending on the product or service.
 - NINGA will be voting next week to go into negotiations with a Vendor for the Integrator. Polarek discussed whether the ETSB should officially give G. Johnson the authority on their behalf to proceed with negotiations.
 - A motion was made by Jones and seconded by Phillips to give G. Johnson the authority on behalf of the ETSB with NINGA to go into negotiations with the chosen vendor by NINGA and return to the ETSB with final costs from the vendor chosen by NINGA for the ETSB's approval at a meeting in the future. Motion passed.
- **Sub Committee Report-**
 - Johnson stated that there was no meeting of the committee since the last ETSB Meeting. The Fayette County Waiver that had been filed with the ISP most likely the ETSB will not be able to use as an example.
 - Jones asked had the subcommittee looked at the fees for dispatching if 911 calls were moved to a different to be dispatched with consolidation. That is part of the data to be collected.
 - Leverton stated the committee is brainstorming ideas right now. The committee will be meeting later in the month.
 - Leverton stated that a motion needs to be made on the ETSB decision to ask for a waiver or not and wording had been sent to the ETSB for consideration.
 - A motion was made by Bianchi and seconded by VanLanduyt to approve a consolidation waiver request with the Illinois State Police 911/State Advisory Board to be filed by June 30, 2016. Motion Passed.

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- A motion was made by VanLanduyt and seconded by Jones that if the consolidation waiver is not approved by the State Police 911/State Advisory Board and the ETSB is forced to reduce to two PSAPs within the county, the Sheriff's Department PSAP and DeKalb City PSAP will remain as the designated PSAPs to maintain the function of answering 911 calls, to be effective by the prescribed date as determined by the state board. Roll call vote was taken: Chairman Leverton- Y, Hanson- Y, Bianchi- Y, Hicks- Y, Jones- Y, Leverton- Y, Merritt- Y and Phillips- Y, Polarek- Y, and VanLanduyt- Y. Motion passed.
- **Legislation-** Johnson stated:
 - HB 4521 and SB2338 are still in Rules Committee. This deals with the ability to sweep certain accounts to balance the State's budget.
 - State 911 Advisory Board:
 - The Advisory Board completed their report to the General Assembly prior to March 1, 2016.
 - Many Agencies were in attendance at the last meeting to present their case dealing with required consolidation.
 - An official waiver request has been filed and is being reviewed by ISP Staff to make sure it meets all requirements.
 - The Advisory Board has been tasked with reviewing RFP for a consultant prior to the next meeting.
 - The trailer bill SB0026 from last year dealing with Aurora language request in the current legislation is still to be considered.
- **Participating Agency Request-**
 - DeKalb Police Department:
 - Leverton asked the ETSB to approve an expense for him to attend the National NENA Conference in June 2016 in Indianapolis at the cost for the registration of \$599.00 and travel not to exceed \$1,500.00.
 - This is a chance for him to learn more about NG911 and network with other 911 System representatives.
 - A motion was made by Jones and seconded by Phillips to approve the expense. Motion passed.
- **PSAP Managers Report-** Johnson reported they met March 2, 2016 and discussed:
 - Training, Critical software locations, Consolidation/waiver, TC Week items to be purchased, Public Education items to be purchased for 2016, NINGA RFP status and Vender demos.
- **Persons to be heard from the floor – none**

▪ **Coordinators Report-**

- **Wireless Check-** Johnson stated a check for \$47,000.00 received today for September 2015 wireless surcharge billing.
- **Frontier Billing-**
 - Johnson stated that Frontier had completed the billing move to the state for payment and but the long distance was still on the bills. She will work with Frontier to resolve this issue.
 - We are to receive copies of bills to verify with the State with zero figures for accuracy in the future.
 - We do have a large credit on the current billing.

ADJOURNMENT

Merritt moved to adjourn the meeting, and was seconded by Bianchi. The motion passed. The meeting adjourned at 4:22pm.

Respectfully submitted,

Glenna Johnson, Coordinator

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<u>OFFICERS</u>	<u>NAME</u>	<u>TERM (Two Year)</u>
Chairman	Mr. Jason Leverton	<i>January 01, 2016 – December 31, 2018</i>
Vice-Chairman	Mr. Todd Merritt	<i>January 01, 2016 – December 31, 2018</i>
Secretary	Mr. Polarek	<i>January 01, 2016 – December 31, 2018</i>
Treasurer	Mrs. Christine Johnson	<i>Per Statute, County Treasurer</i>
Coordinator	Ms. Glenna Johnson	<i>At-Will Employee, Board Appointed, Start date 02/11/2008</i>

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

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CURRENT Members	Entity Represented	ORIGINAL APPOINTMENT	TERM EXPIRES
Jim Bianchi	Sandwich Police Chief	1/01/2016	12/31/2019
Gary Hanson	County Administrator	01/19/2000	12/31/2017
Eric Hicks	DeKalb Fire Chief	08/15/2012	12/31/2019
Tracy Jones	County Board Member	04/01/2014	11/30/2016
Jason Leverton	DeKalb Police Commander	03/20/2013	12/31/2017
Gene Lowery	DeKalb Police Chief	06/20/2012	12/31/2019
Todd Merritt	Member At Large North Fire Departments Retired Sheriff's Deputy	12/01/2010	12/31/2017
Thomas Phillips	N.I.U. Police Chief	01/01/2014	12/31/2017
Pete Polarek	Sycamore Fire Chief	01/01/2015	12/31/2019
	Previous – DK Fire Chief	01/19/1994	11/30/2000
Jay VanLanduyt	Member At Large South Fire Departments Hinckley Fire Chief	12/01/2009	12/31/2017