



**Minutes of the Board Meeting of  
September 6, 2016**

**CALL TO ORDER**

Chairman Leverton called the meeting to order at 3:15 pm.

**BOARD MEMBERS PRESENT:**

Bianchi, Jones, Merritt, Phillips, Polarek, and Leverton

**BOARD MEMBERS ABSENT:**

Hanson, Hicks, Lowery, and VanLanduyt

**GUESTS PRESENT**

Joseph Przybyla, NIU Police Department; Jeff Dallner, DeKalb County Sheriff Department;

**ALSO PRESENT**

Christine Johnson, DeKalb County Treasurer; Glenna Johnson, E9-1-1 Coordinator

**AGENDA**

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

**MINUTES**

- **General Meeting Minutes:**
  - A motion to approve the minutes of the August 3, 2016 meeting was made by Phillips and seconded by Bianchi. The motion passed.

**Treasurer's Report**

- **Monthly Treasurer's Report-** was presented and discussed.
  - A motion to approve the August monthly report was made by Bianchi and seconded by Jones. Motion passed.
- **Bills Not Previously Approved- None**

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- **Approval of Bills-**

**Bills Paid in September 2016**

|                                           |                 |
|-------------------------------------------|-----------------|
| Housing Authority of the County of DeKalb | \$200.00        |
| PowerPhone, Inc.                          | \$399.00        |
| PowerPhone, Inc.                          | \$729.00        |
| PowerPhone, Inc.                          | \$258.00        |
| PowerPhone, Inc.                          | \$1,458.00      |
| CDI Infrastructure LLC                    | \$16,074.82     |
| CritiCall                                 | \$999.00        |
| First National Bank Omaha                 | \$80.95         |
| Glenna Johnson                            | \$210.99        |
| Facilities Management                     | \$31.50         |
| Frontier AA0-3030                         | \$61.37         |
| Frontier 899-8838                         | \$45.58         |
| Frontier QL4-9093                         | \$227.16        |
| Frontier QL0-4779                         | \$231.70        |
| Frontier QL4-7793                         | \$231.70        |
| Frontier QR0-4142                         | \$306.97        |
|                                           | <br>\$21,545.74 |

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

**OLD BUSINESS**

- **Fire Radio Report-** G. Johnson reported for Jim Feyerherm that no major issues over the past month but he had received a call that Cortland Fire may be experiencing issues. He will investigate.
- **Mapping Software**
  - Interagency agreements are still needed.
  - We are waiting to order equipment until agreements are closer to being signed.

**NEW BUSINESS**

- **Recorder Pricing**
  - G. Johnson stated she is still gathering the final pricing. Will provide during the next ETSB Meeting.

- **Purchasing/Procurement policy**
  - C. Johnson presented the policy for the second time. A motion was made to approve the document as written by Polarek and seconded by Jones. Motion passed.
  
- **NG911 Update**
  - NINGA met with the State 911 Administrator on August 31, 2016
  - All 10 NG 9-1-1 contracts were signed and sent to the chosen vendor on August 31, 2016
  - G. Johnson explained the new contract is saving them money from what was budgeted over the past budgets..
  - DeKalb may be the first system to go live within the 10 counties
  - Carroll County may rejoin NINGA
  
- **Consolidation Subcommittee Report**
  - G. Johnson stated the DeKalb County ETSB Waiver hearing was August 9, 2016 in Chicago and have received the Administrative Law judge has made her recommendation. Johnson mentioned that the recommendation was the 5 years but she said that SAB recommendation may not be as long if at all.
    - The DeKalb ETSB Representatives did a great job defending the document/request filed!
  - The State Advisory Board Hearing will be August 29 or 30, 2016.
    - G. Johnson is watching the process for Henry County Waiver since they are close to DeKalb and required to consolidate to 1 PSAP.
  - G. Johnson stated that the ETSB committee may want to review their strategy for the next hearing
  
- **Legislation**
  - No pending legislation
  - State Advisory Board Meetings
    - Is working on proposed legislation for 2017
    - They have discussed the surcharge amount and the money not hitting the projected goals from 2015
    - Surcharge monies for the systems are not at the amount predicted last year. DeKalb's monies are higher than predicted.
    - There have been 15 consolidation/waiver hearings for the SAB meetings.
  
- **Participating Agency Request-**
  - **NIU 911 Trunk Move away from NIU Central Office**

- Said thank you for the PSAP trunk change. The weekend after the PSAP trunks were moved the NIU switch experienced issues and the PSAP ran without any issues
- **DeKalb Sheriff Department request to pay form Sunday Training**
  - G. Johnson explained that payment for the Sunday Class request should be for all DeKalb County attendees to the IPSTA conference no matter which PSAP.
  - G. Johnson stated that all attendees will get IDPH EMD credit hours for classes or sessions attended during the conference.
  - A motion was made to pay for the class for attendees not to exceed 7 attendees and not to exceed \$700.00 by Bianchi and seconded by Merritt. Motion passed.
- **PSAP Managers Report-**
  - Meetings were held on September 6, 2016 and items discussed was:
    - NINGA project, Training, Waiver process, IDPH changes, new recorders and the November IPSTA Conference and Sunday Class
- **Persons to be heard from the floor-** None
- **Coordinator's Report**
  - G. Johnson that she would be attending the Sandwich Fair.
  - Public Education on calling 911 would be done by a prize wheel
  - All other items have already been covered during this meeting.

**ADJOURNMENT**

Bianchi moved to adjourn the meeting and the motion was seconded by Phillips. The motion passed. The meeting adjourned at 4:00pm.

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. Jason Leverton     | January 01, 2016 – December 31, 2018                     |
| Vice-Chairman          | Mr. Todd Merritt       | January 01, 2016 – December 31, 2018                     |
| Secretary              | Mr. Polarek            | January 01, 2016 – December 31, 2018                     |
| Treasurer              | Mrs. Christine Johnson | Per Statute, County Treasurer                            |
| Coordinator            | Ms. Glenna Johnson     | At-Will Employee, Board Appointed, Start date 02/11/2008 |

| <b>CURRENT Members</b> | <b>Entity Represented</b>                                             | <b>ORIGINAL APPOINTMENT</b> | <b>TERM EXPIRES</b> |
|------------------------|-----------------------------------------------------------------------|-----------------------------|---------------------|
| 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<br>North Fire Departments<br>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<br>South Fire Departments<br>Hinckley Fire Chief      | 12/01/2009                  | 12/31/2017          |

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