



**Minutes of the Board Meeting of  
September 6, 2017**

**1. CALL TO ORDER**

In the absence of Chairman Leverton and Vice Chairman Phillips Hanson made a motion to appoint Polarek as the Chairman for the September ETSB Meeting it was seconded by Jones and motion passed. Polarek called the meeting to order at 3:00 pm.

**a. Board Members Present:**

Grandgeorge, Hanson, Hicks, Jones, Lowery, and Polarek

**b. Board Members Absent:**

Bianchi, Leverton, Phillips, and VanLanduyt

**c. Guests Present:**

Sheriff Scott, DeKalb County Sheriff Department; Colleen Quigley, NIU Police Department;

**d. Also Present:**

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

**2. Agenda**

a. Chairman Polarek asked for any amendments to the agenda. A motion was made by Jones and seconded by Lowery to approve the agenda. The motion passed.

**3. General Meeting Minutes:**

a. A motion to approve the minutes of the August 2, 2017 meeting was made by Hanson and seconded by Grandgeorge. The motion passed.

**4. Public Comment-** None

**5. Treasurer's Report**

a. **Monthly Treasurer's Report-** was presented and discussed.

i. A motion to approve August monthly report was made by Lowery and seconded by Jones. Motion passed.

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**b. Approval of Bills-**

**Bills Paid in September 2017**

DeKalb County Law Enforcement Execs Assoc	\$85.00
Voiance	\$58.59
DeKalb County Housing Authority	\$200.00
Jason Leverton	\$727.39
City of Sandwich	\$150.00
Glenna Johnson	\$26.75
First National Bank of Omaha	\$159.65
Starved Rock Communications	\$356.25
Frontier	\$61.64
Frontier	\$46.43
Frontier	\$232.72
Frontier	\$232.72
Frontier	\$232.72
Frontier	\$308.34

**Total** **\$2,878.20**

A motion to pay the September bills was made by Lowery and seconded by Hanson. A roll call vote was taken: Grandgeorge- Y, Hanson- Y, Hicks- Y, Jones- Y, Lowery- Y, and Polarek-Y. Motion passed.

**6. 9-1-1 Outage Update from Frontier**

- a. Johnson reported that the patch had been installed in August so no Commission complaint was filed.

**7. Fire Radio Reports-**

- a. Johnson stated that Feyerherm stated he had no report to be covered during the meeting.
- b. Feyerherm does have questions dealing with the radio RFP and Johnson directed him to A. Sullivan.

**8. Mapping Software**

- a. Progress is being made on the interagency agreements.
- b. We are waiting to order equipment until agreements are closer to being signed.

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**9. NG911 Update**

- a. Johnson stated the DeKalb NG-911 plan was filed.
- b. A new hosted phone system is needed for the two PSAPs and G. Johnson is gathering the info for a price from NG911 Inc.

**10. Consolidation Subcommittee Report**

- a. Johnson stated no meeting was held since the last ETSB Meeting.
- b. G. Johnson stated that there is an issue that surfaced with the handling of the call dispatch. This surfaced during the SAB Meeting in August. It is being questioned if PSAPs can conference the caller with the consolidated center. This will be discussed at the next SAB Meeting.

**11. Legislation**

- a. State Advisory Board Meetings
  - i. A report of the breakdown of the \$1.50 surcharge is being prepared for the 911 systems.
  - ii. G. Johnson reappointment to that board is expiring this year and the Governor has not completed the reappointments at this time.

**12. Participating Agency Request-**

- a. Sheriff's New Radio Communication System Request
  - i. Hanson discussed the Inter Agency Agreement that was in the ETSB Packets
    - 1. A motion was made by Hanson and seconded by Lowery to sign the IGA if approved by the State's Attorney. A roll call vote was taken:  
Grandgeorge- Y, Hanson- Y, Hicks- Y, Jones- Y, Lowery- Y, and Polarek-Y.  
Motion passed
- b. Contract for a Grant Writer- Fire Departments
  - i. Hicks reported that he had contacted a firm to write grants for each Fire Department that requested the service. The cost would be \$350.00 per department. This applies to Fire Departments only since it is a FEMA Grant
  - ii. A motion was made by Hanson and seconded by Grandgeorge to work with the grant writer for the Fire Departments not to exceed \$4,200.00. Motion passed.

**13. Budget Committee Appointments**

- a. G. Johnson stated that the budget committee was made up of Leverton, Hanson and Polarek in the 2017 process. All of those members volunteered to be on the committee again this year for the 2018 process.

**14. PSAP Managers Report- No report**

**15. Coordinator's Report**

- a. Johnson stated that AT&T has contacted DeKalb County about a FirstNet Meeting for first responders.
- b. Johnson is working at the Sandwich Fair with the prize wheel with 9-1-1 questions

**16. Old Business-**

- a. Recorder-
  - i. G. Johnson stated that after PSAP visits with a Nelson System rep that the price was corrected to be \$5,000.00 less than approved at the last ETSB Meeting.
  - ii. G. Johnson also stated that during the site visit that it surfaced that there would be additional work needed to complete the install like LAN wiring and radio wiring. The consensus of the ETSB was that all charges incurred to complete the install would be paid by the ETSB and not the PSAPs.

**17. New Business- None**

- 18. ADJOURNMENT-** Lowery moved to adjourn the meeting and the motion was seconded by Grandgeorge. The motion passed. The meeting adjourned at 3:52pm.

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	<i>January 01, 2016 – December 31, 2018</i>
Vice-Chairman	Mr. Thomas Phillips	<i>June 13, 2017 – 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>

<b>CURRENT Members</b>	<b>Entity Represented</b>	<b>ORIGINAL APPOINTMENT</b>	<b>TERM EXPIRES</b>
Jim Bianchi	Sandwich Police Chief	01/01/2016	12/31/2019
Greg Grandgeorge	Member At Large	06/01/2017	12/31/2017
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	11/30/2018
Jason Leverton	DeKalb Police Commander	03/20/2013	12/31/2017
Gene Lowery	DeKalb Police Chief	06/20/2012	12/31/2019
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

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