

**WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD
MEETING AGENDA**

Thursday, April 24, 2014 – 9:00 a.m.
Will County Office Building
****2nd Floor, County Board Room****
302 N. Chicago Street, Joliet, IL 60432

I. CALL MEETING TO ORDER

Pam Buzan	Harold Damron	Chuck Exner	Suzanne Hart
Kim Knutsen	William Mort	John McDowell	Nick Palmer
Julie Ponce-Doyle	Joe Pena	Steve Rauter	David Riddle
Tom Ross	Mike Shay	Candi Thuringer	Brad Veerman

II. INTRODUCTION OF NEWS MEDIA/GUESTS

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES

MOTION: To approve regular meeting minutes from February 27, 2014 as presented.

MOTION: To approve closed meeting minutes from February 27, 2014 as presented.

MOTION: To release the closed minutes dated February 27, 2014.

V. REAPPOINTMENT OF BOARD MEMBERS – SWEARING IN CEREMONY

Will County Clerk Nancy Schultz-Voots will conduct the swearing in ceremony for 9-1-1 ETSB members Harold Damron, Nick Palmer, Julie Ponce-Doyle, Mike Shay, Candi Thuringer and Brad Veerman

VI. ELECTION OF ETSB CHAIR AND VICE-CHAIR

ETSB elections will be held for the position of Chairman. Nominated is Julie-Ponce Doyle (Joliet PSAP). Nominated for the position of Vice-Chairman is Steve Rauter (Wescom)

VII. ACKNOWLEDGEMENT OF NATIONAL 9-1-1 TELECOMMUNICATOR WEEK

A. Presentations and Awards

1. 9-1-1 System Milestone Awards will be presented to 26 Telecommunicators. Eight Telecommunicators with 20 years or more will receive certificates and pins for their years of service. The remaining certificates will be passed out at their PSAPs.

2. 9-1-1 Team Award of Merit Recognition – Three PSAP teams will be recognized for their achievements. Two teams from Romeoville and one from the Will County Sheriff's Office will receive certificates.

3. 9-1-1 Telecommunicator of the Year – Four Telecommunicators were nominated for T/C of the Year- Susan Kljaich (Joliet), Kellee Konieczny (Romeoville),

Kathy Craven (Wescom), Jacob Gloodt (Wescom). The 2014 Telecommunicator of the Year is Jacob Gloodt of Wescom. All nominees will receive certificates.

VIII. RECOGNITION OF ETSB MEMBERS LEAVING THE BOARD

This will be the last meeting to serve as a Board member for both Mary Jo Seehausen (Steger PSAP) and Joe Pena (Will County Chief of Police Association). Many thanks for their contributions of time and effort – they will be missed.

IX. TECHNOLOGY COMMITTEE – Chair Mike Shay

A presentation was received from Roger Swenson and Rusty Winchel of Northern Illinois University. Both of these gentlemen helped us apply for the Federal BTOP Grant a couple of years ago. Our project was combined with the South Suburban Mayors and Managers Association for fiber connectivity. Even though we did not receive the grant the concept of fiber connectivity among counties and communities continues to be a major effort. The committee received an update on NIU's efforts and what plans there may be in the future for Joliet, the County and 9-1-1 in terms of fiber connectivity.

There is an interest in connecting Illinois Tollway and IDOT highway cameras to the 9-1-1 PSAPs. Senator Hastings has made this project a top priority.

It was suggested that Brad Veerman, Steve Rauter, and Mike Shay have a meeting with Silver Cross representatives and talk with them about the fiber and what is going around them. FCC will reimburse 65% for hospitals to link together.

An important first step for fiber and radio connectivity for Will County would be the I355 and I88 to Route 6 dark fiber pathway. It is estimated build-out expenses for this first fiber connection would be approx. \$60,000.00.

Margaret Vaughn is the lobbyist for the fiber project. Mr. Winchel asked if he had permission to mention 9-1-1 while speaking down state. Joe Galvin, FirstNet, needs to be made aware of the status of the projects.

A. Project Status Updates – Operations Manager Murray provided the updates.

1. CAD/Mobile/Records Update to Premiere One – CAD Project manager Joanne Burian gave an update on the specific groups of the CAD suite. Everyone was reminded the go-live date for the new CAD System is November 4, 2014.
2. M-Core Project Update – The project is completed, up and running.
3. WESCOM – The building remains on schedule to cut-over the week of May, 2014.
4. Motorola “Bundle” Project – Staff is working with Motorola to implement the various parts of the “bundle”. Interoperability was tested and worked flawlessly. Console installation for Lincolnway is underway and the Disaster Recovery System has been ordered.

5. County Radio Project – Tusa Communications Consultants of Covington, LA is the vendor for the project. They are planning site visits this month.

6. Fiber to PSAP Connectivity - Project on hold. RFP out in May

7. CAD Mobility Connectivity – Staff is working with Motorola on a quote for the Net Motion product.

B. Hardware/Software/Equipment Maintenance Contracts – Four of our annual maintenance agreements (Harris Maintenance, HP Non-Stop Server, Motorola PSAP Maintenance, and Sentinel Maintenance) are scheduled for renewal. Each of the contracts was reviewed and a motion was made and approved to forward the contracts in the amount of \$257,693.00 to the F&E Committee for approval.

The next meeting of the Technology Advisory Committee will be held on June 4, 2014 at 1:00 p.m.

X. LONG RANGE PLANNING COMMITTEE – Chair Steve Rauter

A. Texting to 9-1-1 Update – The FCC has mandated that the four major wireless telephone carriers make this service available nationwide by May 15, 2014. Staff has been working on installation requirements and a timeline for implementation in the PSAPs.

B. Legislative Updates –

The State Legislators are very busy introducing new bills daily in Springfield. Unfortunately, there seems to be an unusual amount of “special interest” legislation being proposed and issues are not being looked as to their overall impact on other pending legislation or the overall impact the legislation could have on other agencies.

There are several important bills that definitely impact the Will County 9-1-1 ETSB and its funding. Most importantly are HB4230 and SB2674 that are taking funds for 9-1-1 to support the Chicago Poison Control Center. On the opposite end SB2599 may finally introduce legislation to prevent 9-1-1 funds from being borrowed or swept before being distributed to the ETSB’s. The current status of this legislation is;

HB4230: LOCAL GOVT-POISON CONTROL. LILLY (D) 78th DISTRICT – REFERRED TO RULES ORIGINAL BILL

Synopsis: Removes funds dedicated to 9-1-1 equipment and technology and gives those funds to the Illinois Poison Control Center.

Position: The Will County ETSB should oppose this as written because it takes money from the 73 cents per cellular user per month for 9-1-1 funding that is dedicated to 9-1-1 equipment and technology improvements.

Status – April 11 Re-referred to Rules Committee

HB4575: IDPH-POISON CENTER – LILLY (D) 78th DISTRICT – REFERRED TO RULES

Synopsis: Appropriates \$1,331,100 (odd number) to IDPH for distribution to Illinois Poison Control as a grant. This is not in lieu of taking funds from 9-1-1 but it is in addition to the “2 cent” initiative.

Position: The Will County ETSB can be neutral on this but do not know enough about it yet. Since it does not divert money from 9-1-1, we can remain neutral or supportive. We are not saying Poison Control Centers do not deserve funding but we are concerned that the funding taken for the Poison Control Center would diminish the mission of 9-1-1. Please note that President Obama just signed legislation that would allocate \$30M for the nations approximately 50 poison control centers.

Status – March 19 Assigned to Appropriations – Human Services Committee

SB2599: BARICKMAN (R) 53rd DISTRICT – ASSIGNED TO STATE GOVERNMENT AND VETERAN AFFAIRS

Synopsis: Prohibits funds from being removed from wireless carrier reimbursement fund for anything other purpose than 9-1-1. We are still researching this bill, considering the fund has been borrowed from or swept the last three years straight (\$9M in 2013 alone). Will County ETSB alone lost about \$1.3M. Illinois is one of only four states in the country that allows 9-1-1 funds to be used for purposes other than 9-1-1, and for the last 3 years used to aid in balancing the state’s budget.

Position: The Will County 9-1-1 ETSB should support this bill.

Status – March 28 Re-referred to Assignments

SB2674: LOCAL GOVT-POISON CONTROL. – HARMON (D) 39TH DISTRICT - ASSIGNED TO STATE GOVERNMENT AND VETERANS AFFAIRS –

Synopsis: Same as Lilly’s bill (HB4230) stealing funds from 9-1-1. It is reported Sen. Harmon will hold the bill until 9-1-1 Advisory Board submits its financial study report of 9-1-1. The report is to be submitted in May as required by legislation passed unanimously in the last session. To take the 2 cents now undermines the work of the 9-1-1 Advisory Committee.

Position: The Will County ETSB should oppose this as written because it takes money from the 73 cents of 9-1-1 funding is dedicated to 9-1-1 equipment and technology improvements.

Status – April 9 Placed for 3rd reading – deadline May 1

The lobbyist for APCO-NENA, Mr. John Lowder, is working with Senator Sullivan (D) 47 District - Quincy to draft an amendment to SB2674.

Synopsis: The proposed legislation puts \$0.70 in to the 9-1-1 Wireless Fund, \$.02 to be distributed to Counties under 25,000 population and \$.01 to the ICC for administrative costs.

Position: This appears to be a compromise, although the bill favors 9-1-1 – the wording is somewhat different than that proposed last year. The ETSB could support this bill with additions or clarifications on funding.

Status – Be reviewed by parties with interest in the Legislation

SB2973: WIRELESS SURCHARGE-RETAIN – CULLERTON (D) 23RD DISTRICT - REFERRED TO ASSIGNMENTS.

Synopsis: This appears that it may be the shell bill requested by the State 9-1-1-Associations to address the rewrite of the 9-1-1- Wireless Legislation that failed in the last session.

Position: None until wording is added.

Status – March 28 Re-referred to Assignments

SB 3072: AMENDS FREEDOM OF INFORMATION ACT – CUNNINGHAM (D) 18th DISTRICT – REFERRED TO ASSIGNMENTS.

Synopsis: Amends the FOI Act to exempt copying of 9-1-1- recordings with exceptions.

Position: The Will County ETSB should support this bill.

Status – March 28 Re-referred to Assignments

SB3313 sponsored by Senator Bertino-Tarrant of Will County, requires business phone systems to allow users to dial “9-1-1” without needing to pre-dial a code, such as 8 or 9. The legislation passed the Senate on April 10th unanimously with every member of the chamber co-sponsoring the bill. It arrived in the House on April 11th with Rep. Natalie Manley as the Chief Sponsor of the bill. Thanks to Sen. Bertino-Tarrant and Representative Manley.

C. Illinois 9-1-1 Advisory Board Update – The Advisory Board is now meeting weekly on the final draft of their report to the Legislature. This report is to be submitted on May 1st. The report finds that;

- Overall, revenue for 9-1-1 systems in Illinois has decreased by approximately \$14 million since its peak in 2008.
- 90 of the systems that submitted expenses and revenues, or 66 percent, reported running a deficit on an annualized basis when including all expenses for the ETSB and PSAPs
- 64 of the systems that submitted expenses and revenues, or 47 percent, reported running a deficit on an annualized basis when considering expenses for the ETSB only
- The cost per capita for 9-1-1 systems varied greatly throughout the state and ranged from 33 cents to \$157.09 with an average cost of \$12.98

- In general, county systems and larger systems operate more efficiently on a cost per capita basis

D. CSI Update – The conflict on Docket 13-0669 continues within the ICC hearings with petitions and motions being filed. The next scheduled evidentiary hearing is scheduled for April 23, 2014 at 10:00 a.m.

E. Will County Legislative Committee – The Legislative Committee heard information from the MCHS and Chief Administrator on SB2674: LOCAL GOVT-POISON CONTROL – HARMON (D) 39TH DISTRICT – The Committee approved a Resolution to the County Board in support of SB2674 and any other Bills or Amendments that would provide additional funding to the Illinois Poison Control Center and the state’s 9-1-1 systems.

The next meeting of the Long-Range Planning Committee will be held on Wednesday, June 11, 2014 at 11:30 a.m.

XI. PERSONNEL/PUBLIC EDUCATION COMMITTEE – Chair Tom Ross

A. Will County ETSB Reappointments – Six (6) 9-1-1 ETS Board Members whose terms expired in February, 2014. They are: Harold Damron, Nick Palmer, Julie Ponce-Doyle, Mike Shay, Candi Thuringer and Brad Veerman. All of the necessary paperwork has been submitted by the individuals for reappointment. County Executive’s Office approved the reappointments at County Board’s March meeting. Therefore, the swearing in ceremony for our ETSB members will be at the April 24, 2014 meeting. All members will continue to serve until they are reappointed.

B. Will County ETSB Board Chair and Vice-Chair Nominations/ Elections – Julie Ponce-Doyle and Steve Rauter have both accepted nominations from the floor to retain their positions of Chair and Vice-Chair of the ETSB respectfully. The slate was adopted.

C. ETSB Members leaving the Board – Two members of the Board will be attending their last meeting as ETSB members in April. Mary Jo Seehausen, Steger PSAP, will be leaving with the consolidation of the Steger to Eastcom PSAP. Joe Pena has announced his retirement and will be leaving the ETSB as one of the two representatives from the Will County Chief of Police Association.

D. National Telecommunicator Appreciation Week Activities

1. T/C of the Year Nominations and Selection – Chair Ross read the 4 nominations that were submitted.
2. All three “Team Awards” will be recognized at the ETSB meeting.
3. ETSB Special Presentation will be given to members leaving the board
4. T/C Tokens of Appreciation – Presented to all T/C’s in the County on behalf of the ETSB.

E. 9-1-1 Administrative Staff Merit Increase FY 2014 Update – Managers completed evaluations on staff. Average merit raise is 1.09%, \$9,960.00 – Goals and performance will be set and determined for next year.

F. Chief Administrator's Contract – Language is being cleaned up and committee will be comprised of updates

G. HELP Desk Update – Discussing the call tree. Staff felt that one number would be beneficial to all departments for the Help Desk. Categories will be reviewed.

H. Will County Chiefs of Police recommendation for replacement seat on ETSB – Chief Aaron Klima, Shorewood PD will be the representative from the Chiefs of Police and will be submitted to the county board for approval.

I. Training Committee Meeting Date

There was a brief discussion on credit for attendance at National Conferences held in the Chicagoland area.

J. Discussion on Compensation for 9-1-1 System Public Education Instructors – There was discussion with combining the two programs. Staff suggested possibilities having a bigger pool of public educators. The goal is to have dispatchers, on their days off, on a regular basis to do school presentations. A regular program would be set up and coordinated with the schools. A full program proposal will be presented at the June meeting.

The next meeting of the Personnel and Training Committee will be held on Wednesday, June 11th at 12:00 p.m.

XII. FINANCE AND EQUIPMENT COMMITTEE – Chair Julie Ponce-Doyle

The Finance/Equipment Committee has reviewed the enclosed claims for
February 2014 – \$-49,768.26 March 2014 – \$882,882.00

At this time, the Committee presents for approval the Will County Treasurer's Report of Receipts and Expenditures Month Ending March 2014, with a balance of \$2,599,463.52 and February 2014 and March 2014 list of County's Paid Invoices by G/L Distribution Report.

RESOLUTION #04242014-1

MOTION: To receive and place on file the approval of the *Will County Treasurer's Report of Receipts and Expenditures Month Ending March 2014* with a cash balance of **\$2,599,463.52, and the *February 2014 and March 2014 List of County's Paid Invoices by G/L Distribution Report*.**

A. IWIN License Reimbursement Requests

IWIN license requests for reimbursement have been received from the following agencies-

South Chicago Heights Fire Department – 1 IWIN license - \$1,000.00
City of Joliet Fire Department – 2 IWIN licenses - \$2,000.00

RESOLUTION #04242014-2

MOTION: To approve the three (3) IWIN reimbursement requests totaling \$3,000.00.

B. Renewal of Annual Hardware/Software Contracts - Several of our annual hardware/software maintenance contracts are due for renewal including items B-E below. All of the contracts were discussed and approved in the Finance and Equipment Committee.

1. Harris Maintenance Contract 12/13/13 to 11/16/14 for \$83,055.82 (contract provided for review)

RESOLUTION #04242014-3

MOTION: To approve Harris Maintenance Contract for \$83,055.82.

2. HP Non-Stop Server Contract – 1/14/2014 to 9/30/2014 for \$27,789.00 (contract provided for review)

RESOLUTION #04242014-4

MOTION: To approve HP Non-Stop Server Contract for \$27,789.00.

3. Motorola PSAP Maintenance Contract – for \$56,986.17 (Contracts provided for review)

- a. Joliet - \$23,844.60
- b. Romeoville - \$15,970.80
- c. Steger (Backroom) - \$9,749.97
- d. Wescom - \$7,420.80

RESOLUTION #04242014-5

MOTION: To approve Motorola PSAP Radio Console Maintenance Contracts for \$76,156.17.

4. Sentinel Maintenance Contract for \$89,853.00 (Contract provided for review)

RESOLUTION #04242014-6

MOTION: To approve Sentinel Maintenance Contract for \$89,953.00.

C. IDEAL/VFIS Insurance Premium – The annual premium for renewal has increased 40% from \$9,938.00 to \$13,943.00 due to increasing insurance costs, our water damage claim last year, and adjustments requested for our policy. The adjustments would include increasing property coverage from \$416,000 to \$500,000 at the three data centers and adding both volunteers (ETSB) and employees to general liability coverage protection. The total property loss blanket is now \$2,841,764.00 for any one incident.

RESOLUTION #04242014-7

MOTION: To approve the IDEAL Package Renewal in the amount \$13,943.00.

D. Motorola Console Upgrade at the Lincolnway PSAP - It was discovered that revisions needed to be made to the initial installation configuration. It had not be noted that their primary transmit sites are remotely located from the PSAP. This configuration is the opposite of our other PSAPS where the infrastructure is located at the PSAP itself. This finding required the Motorola engineers to do additional engineering on the project. The end result is that we are now required to purchase additional hardware and installation costs. The adjustment to the project will cost an additional \$26,386.43. With this new infrastructure upgrade the project is scheduled to be completed by the end of June.

RESOLUTION #04242014-8

MOTION: To approve additional funds for infrastructure and hardware costs to complete the Lincolnway Radio Upgrade in the amount of \$26,386.43.

E. Intergovernmental Agreement with Kane County ETSB – There is an area of land in Will County that lies within the City of Aurora. 9-1-1 service to these residents is provided through the Kane County ETSB. Police, Fire, and EMS services are handled by the City of Aurora. For our addressing records we describe this area with an Emergency Service Number. Our designator for this area is ESN 604. Our records indicate there are 1,190 service lines in that specific ESN. Aurora’s surcharge is \$.50 per line.

The Kane County ETSB has requested reimbursement for their services in this area. The Chief Administrator has been working with our attorney and the Kane County ETSB to develop an Intergovernmental Agreement to rectify this situation. The IGA would have the Will County ETSB making our first payment to Kane County in January 2015. The annual amount would be about \$7,140.00.

RESOLUTION #04242014-9

MOTION: To approval of an Intergovernmental Agreement with the Kane County ETSB regarding reimbursement of services to Kane County for ESN604.

F. Consideration of a Donation to the 9-1-1 National Public Educators Forum (NPEF) – The NPEF will be holding their 2014 Annual Conference in Naperville, Illinois from July 20-23, 2014. Will County 9-1-1 will be represented as the host for the conference. Typically, the ETSB does not pay for conference registration other than staff and Board members. With the Conference being hosted by Will County 9-1-1 the Chief Administrator is requesting permission to offer a one-time paid registration for 2 members from each PSAP. It is certain that the group could use additional financial support for some of their expenses such as the opening welcome get-together, buses to the city, etc. The Chief Administrator requested having the ETSB provide some form financial support to the group from their donation wish list.

RESOLUTION #042442014-10

MOTION: To cover NPEF Conference registration only for 2 registrants per PSAP, for a total of 14 registrations.

RESOLUTION #04242014-11

MOTION: To aid in sponsoring the AV equipment for all days at the NPEF Conference, not to exceed \$4,576.00.

The next meeting of the Finance and Equipment Committee will be held on Wednesday, June 11th at 12:30 p.m.

XIII. MOTION TO ADJOURN TO CLOSED SESSION IF REQUIRED

XIV. ADDITIONAL COMMENTS

XV. ADJOURNMENT

The next meeting of the ETSB will be held Thursday, June 26, 2014 at 9:00 a.m.

All closed sessions may be held at any time during the meeting. Anyone requiring special accommodations in accordance with the Americans with Disabilities Act is requested to contact the Administrative Offices of the Emergency Telephone System Board at (815) 725-1911 at least 72 hours prior to the meeting.