

# **WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD**

Thursday, June 25, 2015 – 9:00 a.m.  
ETSB Chair Julie Ponce-Doyle

Will County Office Building  
2<sup>nd</sup> Floor, County Board Room  
302 N. Chicago Street, Joliet, IL 60432

## **A G E N D A**

### **I. CALL MEETING TO ORDER**

Pam Buzan	Robert Contro	Harold Damron	Chuck Exner
Suzanne Hart	Aaron Klima	William Mort	Nick Palmer
Julie Ponce-Doyle	Steve Rauter	David Riddle	Mike Shay
Candi Thuringer	Brad Veerman		

### **II. INTRODUCTION OF NEWS MEDIA/GUESTS**

### **III. PUBLIC COMMENT**

### **IV. ACKNOWLEDGEMENT OF ETSB BOARD MEMBER CHUCK EXNER'S SERVICE**

ETSB member Chuck Exner, who represents the Will County Fire Chiefs Association, has announced his retirement as Chief of the University Park Fire Department and is stepping down from the ETSB.

### **V. ACKNOWLEDGEMENT OF ETSB EMPLOYEE JOANNE BURIAN'S RETIREMENT WITH 24 YEARS OF SERVICE**

Joanne's last day of work was Friday, June 19<sup>th</sup>. Joanne is the first employee of the ETSB and has been on the job for 24 years. We wish her the very best in her retirement and thank her for all she has done for 9-1-1.

### **VI. APPROVAL OF MINUTES**

**MOTION: To approve regular meeting minutes from April 23, 2015 as presented.**

**MOTION: To approve closed meeting minutes from April 23, 2015 as presented.**

**MOTION: To approve special meeting minutes from May 5, 2015 as presented.**

### **VII. TECHNOLOGY ADVISORY COMMITTEE – Chair Mike Shay**

A. Motorola CAD/Mobile Update – Mr. Gewargis will present an update of outstanding issues from February 2015 and a schedule for completion of outstanding issues.

In addition, Mr. Gewargis will address the level of reliability as it relates to industry standards since February 2015.

There was a second CAD failure on May 8<sup>th</sup>. Mr. Gewargis will provide an overview of the contributing factors to that failure and the resolution of those problems.

E. Records “Go Live” Date – Staff has completed the internal work necessary to “Go-Live” with the Records portion of the CAD Suite. On-going training will begin and continue through the end-of-the-year. Implementation is scheduled for January 1, 2016.

F. Motorola Disaster Recovery Update – Live testing of the Disaster Recovery Program was conducted last week. By all measures the system performed as designed. During the cut-over phase a very few minor script errors were found in the software but were corrected within hours. It is taking about 2 hours to activate the DR program when the system fails. Testing will be done on a quarterly basis.

G. RFQ for CAD Acceptance - A discussion on what the RFQ is to specifically request as an audit and a timeline needs to be determined.

## **VII. LONG RANGE PLANNING COMMITTEE – Chair Steve Rauter**

A. RFQ for an Operational Audit – Chair Technology Advisory Committee Mike Shay has been working on a RFQ to perform an Operational Audit of the 9-1-1 Administrative Office. At the April LRP Committee meeting the RFQ was discussed. Member Klima suggested looking further into the APCO self-assessment product. If there are additional areas not covered in the assessment or further assessment is need on process or procedure, those particular items could be farmed out to a third party for further assessment.

### **RESOLUTION #06252015-01**

**MOTION: To approve for the issuance of an RFQ for an Operational Audit of the 9-1-1 Administrative Office.**

B. Illinois First Net – A presentation is planned for next month on the States interaction with Federal First Net personnel. Will County will have representatives present at the presentation.

C. Will County 9-1-1 System Premier One Standards and Procedures - The Technology Committee reviewed the proposed Premise Hazard file standard. With no additional comments or corrections they asked to have the standard passed to LRP for approval and a motion to the Full Board.

### **RESOLUTION #06252015-02**

**MOTION: To approve the Premise Hazard File Standard as presented.**

D. Discussion of Senate Bill 96 – The Illinois General Assembly has passed SB96, the reorganization of 9-1-1 in Illinois. Chairman Rauter gave the legislation review and its anticipated actions on Will County 9-1-1. Attachments included. There was a lengthy discussion on the impact of this legislation on Will County 9-1-1. Chair Rauter will give a presentation of the details of this legislation.

E. Formation of the Executive Committee of the Will County Integrated Justice Information System – The Administrative Staff has worked with the County’s Integrated Criminal Justice Committee for several years. The County now feels it is time to more formally organize the Committee. The intent is to form an Executive Committee to coordinate the efforts of the criminal justice information system. The Executive Committee will be made up of representatives from: Chief Judge, Clerk of the Court, States Attorney, Sheriff, Public Defender, Probation Services, County Executive, County Police Chiefs and Will County 9-1-1. An agreement has been drafted for the participating agencies to sign. The agreement outlines the duties and functions of the Executive Committee. One departmentally designated, high-ranking representative from 9-1-1 needs to be selected and the agreement signed.

**RESOLUTION #06252015-03**

**MOTION: To approve the designation of the Chief Administrator to represent the Will County 9-1-1 ETS on the Executive Committee of the Will County Integrated Justice Information System.**

F. Texting to 9-1-1 Update – Staff has completed all the necessary work on the texting project. The PSAP Directors would like to have live training before going “Live” with the public. Intrado and the Telcos can turn the system on one telco carrier at a time for testing. However, the system is live and the possibility of receiving a call from the public cannot be ruled out. With the consent of the PSAP Directors we can begin live testing immediately. Our Public Education materials have been prepared. With July as a testing month the system would then be made available county-wide in August 2016.

**RESOLUTION #06252015-04**

**MOTION: To notify the Federal Communications Commission, Intrado, and our Wireless Carriers of the request to activate Text to 9-1-1 capabilities for Will County 9-1-1 with county-wide live capabilities in August 2015.**

**VIII. PERSONNEL/PUBLIC EDUCATION COMMITTEE – NO QUORUM**

A. Hiring of Operations Support Specialist – The position opening for an Operations Support Specialist was posted on May 18<sup>th</sup> with applications due by June 8<sup>th</sup>. The Chief Administrator received eight applications of which three were able to meet the qualifications for the position. Interviews are being scheduled for early in the week of June 22<sup>nd</sup>. It is expected the Chief Administrator will have selected a candidate by the ETSB meeting and will be able to request the Boards permission to hire such candidate.

**RESOLUTION#06252015 – 05**

**MOTION: To accept the Chief Administrators recommendation for the hiring of the selected candidate for the position of Operations Support Specialist with an annual salary not to exceed \$70,000.**

**IV. FINANCE AND EQUIPMENT COMMITTEE – Chair Julie Ponce-Doyle**

A. The Finance/Equipment Committee has reviewed the enclosed claims for  
April 2015 – \$127,488.46  
May 2015 – \$258,739.02

At this time, the Committee presents for approval the Will County Treasurer's Report of Receipts and Expenditures Month Ending May 2015, with a balance of \$2,834,586.12 and April and May 2015 list of County's Paid Invoices by G/L Distribution Report.

**RESOLUTION #06252015 -06**

**MOTION: To receive and place on file the approval of the Will County Treasurer's Report of Receipts and Expenditures Month Ending May 2015 with a cash balance of \$2,834,586.12 and the April and May 2015 List of County's Paid Invoices by G/L Distribution Report.**

B. Replacement of Staff Vehicles – This year's budget included the replacement of several staff vehicles with all exceeding 130,000 miles and six years of age. The two remaining vehicles for replacement are the 2005 Ford Explorer assigned to the IT Department and the 2009 Chevrolet HHR assigned to the Operations Manager. This request is to replace both vehicles.

The Caravan is the lowest priced utility vehicle in the state purchasing contract. The state price is \$19,715. Staff shopped locally and was able to work with Tyson Motors in Shorewood to find an equally or better equipped Caravan at the price of \$20,068.47. This is \$353.47 more than the state price. The budget for this purchase is \$25,000.

**RESOLUTION #06252015-07**

**MOTION: To approve the purchase of a 2015 Dodge Caravan from Tyson Motors in Shorewood, Illinois in the amount of \$20,068.47.**

The Ford Taurus is the lowest priced sedan on the state purchasing contract. The state price is \$18,480. The budget for this replacement is \$25,000.

**RESOLUTION #06252015-08**

**MOTION: To approve the purchase of a 2015 Ford Taurus from the Illinois State Joint Purchasing Program from Landmark Ford, Springfield Illinois in the amount of \$18,480.**

C. Extended Warranty for Intrado A9C Workstations at Wescom – In July, we will reach the end of warranty on the A9C workstations at the Wescom PSAP. The total cost of the extended warranty for one year, for the 12 position is \$4,000.00. A breakdown of the extended warranty program is:

Hardware Protect: Stand Alone System – Primary Position 8 X \$400.00 per year  
\$3200.00

Hardware Protect: Stand Alone System – Supplemental Position 4 X \$200.00 per  
year \$800.00

Total per year - \$4000.00

The cost to replace one of the 12 units alone would be \$4,800.00.

**RESOLUTION #06252015-09**

**MOTION: To approve an extended hardware warranty for the twelve (12) Intrado A9C workstation at the Wescom PSAP in the amount of \$4,000 per year.**

D. Change in provider of Language Interpretation Services from Language Line to Voiance – We are currently paying Language Line \$2.50 per minute. In the RFP processes Language Line had reduced their costs to as low as \$1.25 per minute. As a minimum, if we decide to stay with Language line we need to have a conversation with them regarding our hourly rate. The Chief Administrator is recommending we move to Voiance Language Services under the terms of the DuPage RFP which includes an hourly rate of \$.75 per minute. This would save the ETSB approximately \$8,000 or 2/3 of our annual costs per year.

**RESOLUTION #06252015-10**

**MOTION: To approve the change in language interpretation services form Language Line to Voiance Language Services at a rate of \$.75 per minute.**

X. **MOTION TO ADJOURN TO CLOSED SESSION IF REQUIRED**

XI. **ADDITIONAL COMMENTS**

XII. **ADJOURNMENT**

**The next meeting of the ETSB will be held Thursday, August 27, 2015 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.*