

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

Thursday, October 22, 2015 – 9:00 a.m.
ETSB Chair Julie Ponce-Doyle

Will County Office Building
2nd 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	Suzanne Hart
Aaron Klima	Kenneth Kroll	William Mort	Nick Palmer
Julie Ponce-Doyle	Steve Rauter	David Riddle	Mike Shay
Howard Stephens	Candi Thuringer	Brad Veerman	

II. INTRODUCTION OF NEWS MEDIA/GUESTS

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES

MOTION: To approve regular meeting minutes from August 27, 2015 as presented.

V. TECHNOLOGY ADVISORY COMMITTEE – Chair Mike Shay

A. Motorola CAD/Mobile Update – Motorola will review the recent CAD failure with root cause and adjustments that have been made.

B. Records “Go Live” Date – Motorola had three records issues they needed to complete for train-the-trainer training to begin in Mid-October. The deadline for completion was October 2nd. Staff met with our Motorola PM and Records Engineer and determine the issues had not been fixed on time. This would push back both the training schedule and go live dates. It was agreed that Dale and Kim would meet with Motorola at the conference on Monday to make this final decision. After much discussion with Motorola, staff, and some of our key records users, a solution was provided to these problems. A new timeline was adopted. The Case Study - Narrative issue will be resolved by October 15th. The beat address intersection issue will be resolved by November 15th. The Property ID tag issue will be resolved by December 1st. With all three issues being resolved, go live for records will stay at January 1, 2016. With the compromises and corrections being made, training for records will stay on schedule and begin in mid-October.

C. PSAP Recording Retention Policy – In discussions on this issue at the last ETSB meeting, our attorney recommended considering holding the tapes for 1 year. This recommendation is based on the 1 year notification for lawsuits against local government’s statute. The Chief Administrator will ask our attorney for his written opinion and consult with the Illinois Secretary of State’s Record Retention Program Manager to confirm best practice.

VI. LONG RANGE PLANNING COMMITTEE – Chair Steve Rauter

A quorum was not present for this meeting. Agenda items were discussed with no actions taken.

A. RFQ for Operational Audit Update – Seven (7) responses were received for the Operational Audit RFQ. The proposals ranged from \$13,000 to \$339,000. The Executive Committee is reviewing the responses and forwarding their recommendations to the Long-Range Planning Committee for further action.

B. Illinois First Net Update – State data collections was due on September 30th.

C. Discussion on Illinois 9-1-1 Act meeting with PSAP's – There was a meeting of the PSAPs at Lincolnway on September 9th. Attending were Eastcom, Lincolnway, Romeoville and the Sheriffs PSAP. Several local and county officials also attended. The discussion pertained to the overall impact of the State Mandated Consolidation Plan. Many concerns and difficulties were voiced. It will be difficult to come up with a real plan and direction without the rules being made available by the State.

D. Adoption of Meeting Schedule for 2016 – The attached schedule of ETSB Committee meetings and Board meetings for 2016 is attached.

RESOLUTION #10222015-01

MOTION: To approve the 2016 Calendar for ETS Committee and Board meetings.

E. Illinois 9-1-1 State Advisory Board Meeting – The first meeting of the newly reorganized and reappointed Advisory Board was held on September 30th. Agenda items included; transitioning between the ISP and ICC, Emergency Rulemaking, Reimbursement Process, Consolidation, Surcharge Collection and Distribution, Trailer Bill, ETSB Financial Report. Both our group representative Linda Zerwin (DuPage) and Steve Rauter attended the meeting. Steve will provide an update of the proceedings.

F. Text to 9-1-1 Training and Roll Out – Detail of the Texting to 9-1-1 program will be reviewed by Staff. All of the PSAP's are now live and several have received texting calls already. The staff will go public with the announcement on October 15, 2015.

G. Report on HB 4305 – Chief Co-Sponsor Manley – A bill was submitted in the House on September 30th. The legislation would restore funding to the 9-1-1 systems and the ISP. We are closely watching this legislation to see if it progresses. Rep. Manley has signed on as a Chief Co-Sponsor.

H. Motion to Move to Closed Meeting – A motion is requested to move to a closed meeting.

RESOLUTION #10222015-02

MOTION: To move to a closed meeting pursuant to Section 2 (c) of the Illinois Open Meetings Act for the purpose of discussion of pending or probable litigation against, affecting or on behalf of the public body.

I. Motion to Return to Open Meeting – A motion is requested to return to an Open Meeting.

RESOLUTION #10222015-03

MOTION: To move to return to an Open Meeting for any further discussions or motions to be made.

VII. PERSONNEL/PUBLIC EDUCATION COMMITTEE – Chair Brad Veerman

A quorum was not present for this meeting. Agenda items were not discussed and no actions were taken.

A. Proposed Update of the Will County 9-1-1 System By-Laws – At last month’s Board meeting the Chief Administrator went over the proposed changes to our System By-Laws. The Chief Administrator has met with the ETSB’s legal counsel regarding all of the proposed changes. By-laws attached.

RESOLUTION #10222015-04

MOTION: To approve the revised Will County 9-1-1 By-Laws.

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

A. The Finance/Equipment Committee has reviewed the enclosed claims for
August 2015 – \$214,299.69
September 2015 – \$251078.72

At this time, the Committee presents for approval the Will County Treasurer’s Report of Receipts and Expenditures Month Ending September 2015, with a balance of \$3,058,777.73 and August and September 2015 list of County’s Paid Invoices by G/L Distribution Report.

RESOLUTION #10222015-05

MOTION: To receive and place on file the approval of the *Will County Treasurer’s Report of Receipts and Expenditures Month Ending September 2015 with a cash balance of \$3,058,777.73 and the August and September 2015 List of County’s Paid Invoices by G/L Distribution Report.*

B. FY 2016 Budget – The ETSB budget for FY 2016 was presented at the last ETSB meeting. The budget is balanced and presented in the same amount as the current FY2015 Budget. With no indication on how much revenue will be received and when, there is no other choice than to adopt the budget in the same form and amounts as the current year. Each line item was reviewed and adjusted as needed to balance the budget. Increases have been made to salaries (2.5% salary plus 1.5% COLA). Employees have been informed that increases will most likely not be provided until the revenue stream is reinstated. Fringe Benefits as directed by the County Finance Department have been implemented. The County Finance Department has reviewed the budget as proposed and understands the revenue issue. The County Board will be adopting the overall budget before December 1, 2015.

RESOLUTION #10222015-06

MOTION: To approve the FY2016 Budget as presented by the Chief Administrator.

C. State 9-1-1 Audit – The State Audit was submitted as requested and on time. Much appreciation for a good job goes to Caryn DeMarco for translating our County CAFR information to the state format.

D. Approval Renewal of Maintenance Contract for ZOLL EPCR – The ZOLL EMS reporting program maintenance and support contract is due for renewal. It was hoped that recent discussions with hospital administration might offer a new source for payment. If this does occur we will be reimbursed for our expense.

RESOLUTION #10222015-07

MOTION: To approve the ZOLL EPCR support and maintenance contract in the amount of \$24,600.00.

E. Approval Renewal of the Maintenance contract for UPS equipment from Nationwide Power – The maintenance and support contract for our UPS equipment is due for renewal.

RESOLUTION #10222015-08

MOTION: To approve the Nationwide Power Maintenance and support contract (12/1/15-11/30/16) for UPS equipment in the amount of \$25,527.70.

F. Approval Renewal of the Maintenance Contract for PSAP Console Furniture from XYBIX

RESOLUTION #10222015-09

MOTION: To approve the XYBIX, 1 year Extended Maintenance for PSAP Console Furniture in the amount of \$12,680.80.

IX. MOTION TO ADJOURN TO CLOSED SESSION IF REQUIRED

X. ADDITIONAL COMMENTS

XI. ADJOURNMENT

The next meeting of the ETSB will be held Thursday, February 25, 2016 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.