

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

Thursday, June 23, 2016 – 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	Brad Veerman		

II. INTRODUCTION OF NEWS MEDIA/GUESTS

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES

MOTION: To approve regular meeting minutes from April 28, 2016 as presented.

V. TECHNOLOGY ADVISORY COMMITTEE – Chair Mike Shay

A. Motorola Cad/Records/ Mobile Update –

1. Records Go Live – Records went live May 2. No major issues were reported. Had three software related issue.

- Calls for service timing issue (Some calls in records were one hour off
- Some UCR reports getting stuck in workflow (Found no reportable UCR code in report) – Motorola still investigating
- Some supplement reports getting wrong case number (Appears by users not waiting for report to upload from mobile clients). Motorola looking for a solution (or workaround) on the ghost numbers.

2. CAD Upgrade to CU8b – Production side was upgraded on May 18th. Mobile updates will not be pushed until the “ding” issue is fixed. --- Agencies get feedback (update) each week -

3. CAD/Mobile Feature Request – The feature request meetings for CAD and mobile were held on May 24th and 25th. The groups discussed the enhancements that they would like to see in future releases of the products. The list gathered at each session will be forwarded to Motorola for the overall feature review process. Meetings will be held throughout the year with the agencies, instead of having user conference.

B. Discussion of NetMotion product performance and user issues –

Committee Chair Shay felt that staff should distribute an e-mail throughout the county when there is an issue. Member Rauter recommended that there should be a “procedure issue” poster displayed at all PSAPs regarding different issues, and when mass alerts are necessary for the whole county. The importance of issues need to be clarified and then who to call.

VI. LONG RANGE PLANNING COMMITTEE – Chair Steve Rauter

- A. Legislative Updates – The General Assembly Spring session closed without resolution of the budget crisis. The budget bill, that included funding for 9-1-1, was defeated in the Senate. No legislation is available at this time to continue 9-1-1 funding after July 1, 2016. There will be a once a week meeting, of the legislators, in Springfield to try to work out compromise legislation. If funding is not extended, there is a concern that the ISP office staff will be laid-off, the SAB will not be able to conduct business, and surcharge payments will stop. There has been no effort to move forward from the State Association leadership.
- B. Consolidation Planning – The 30 agencies, committed to consolidate to the new PSAP, continue to meet and work hard within the five assigned committees. The new center will be called the “Laraway Communications Center”. Testing and interviews for the new center director have been completed. An announcement is expected soon. Plans are still being developed for the new center’s facility.

Member Stephens gave an update from the personnel committee – The committee is recommending Brad Veerman as the Director of Laraway Communications Center.

Member Palmer gave the update from the County Capital Improvement Mtg - 50% design and development estimated cost will be available soon from the architect. The plans are being finalized. Member Palmer stated the county will have the lease agreement for the ETSB to review soon. Site work is scheduled for Fall 2016.

- C. State Consolidation Report – A draft of the State Consolidation Report was submitted to the ETSB in April. No substantial requests for changes were made. The Chief Administrator is completing the Bolingbrook ETSB dissolution portion of the report. The final report will be submitted to the Board at the June ETSB meeting. The report needs to be on file with the State by July 1, 2016. The plan will need to include the governance agreement from the Laraway Communications Center. The plan has been on file with the ICC since 1991. Will County will be making a plan modification to the original plan.
- D. 9-1-1 Administrative Office – Design changes continue to be discussed with the County’s design group. A final acceptance can be made, once the final changes are delivered. Chief of Staff for the County Executive is responsible for developing the rental agreement. Member Palmer stated the plan is at 50% design estimated cost. Member Palmer will be contacting Administrator Figved with regards to the cost.
- E. Braidwood Police/Wescom – Discussions between Braidwood and Wescom seem to have come to an impasse. Braidwood has requested to leave Wescom Feb 9th, 2017. Braidwood has not indicated their affiliation with any other PSAP.

VII. PERSONNEL/PUBLIC EDUCATION COMMITTEE – Chair Brad Veerman

- A. County Board Reappointments to the ETSB – There is nothing on the June County Board agenda for reappointments of ETSB members. All members will continue to serve in their positions until replaced. The County Board has not approved appointments for two years. Member Hart discussed this topic in a back caucus with county board members. It was mentioned that the County Board is interested in reorganizing the ETSB due to the new

building and consolidation. Member Palmer stated the Board considered a re-structuring due to less representation from the county. Member Hart offered to go to the county board again and ask what their intentions are. She will report back to the ETSB. The ETSB members all felt that at this time, the ETSB is evenly represented by all emergency services in the county.

- B. Will County Chiefs of Police ETSB Representative – Chief Bill Mort is stepping down from the ETSB, as one of the Police Chiefs representatives on the board. The Police Chiefs Association voted to have Chief Joseph Wazny, Manhattan Police Department, replace Chief Mort. All of Chief Wazny’s credentials and recommendations have been submitted to the County Executive’s Office. Chief Wazny’s appointment information has been forwarded to the County Board for approval. No action on the appointment is on the agenda at this time. Chief Mort will remain on the ETSB until the County Board approves Chief Wazny’s appointment.
- C. ETSB Citizen-at-large Representative – Candi Thuringer has asked to be replaced in her position. Candi and several others have recommended Kim Knutson, as her replacement. The County Executive’s office has not yet made a decision for Candi’s replacement.
- D. National 9-1-1 Public Education Month and National 9-1-1 Telecommunicator Week – Thanks very much to the ETSB for making this year’s 9-1-1 Telecommunicators Week a huge success. Each of T/C’s was recognized for all they do throughout the year. Special recognition goes to Jamie VanByssum who was selected as the 2016 Telecommunicator of the Year.
- E. Public Officials Open Meeting Act Certification – As a reminder, all Illinois elected and appointed public officials are required to complete annual Open Meetings Act certification. You can take the training at the Illinois Attorney General’s web-site. Go to the electronic training OMA site for instructions.

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

- A. The Finance/Equipment Committee has reviewed the enclosed claims for
April 2016 - \$75,142.44
May 2016 - \$179,885.38

At this time, the Committee presents for approval the Will County Treasurer’s Report of Receipts and Expenditures Month Ending May 2016, with a balance of \$3,973,732.67 and April and May 2016 list of County’s Paid Invoices by G/L Distribution Report.

RESOLUTION #06232016-01

MOTION: To approve and place on file the *Will County Treasurer’s Report of Receipts and Expenditures Month Ending May 2016 with a cash balance of \$3,973,732.67 and the April and May 2016 List of County’s Paid Invoices by G/L Distribution Report.*

- B. Financial Update - The State is now 6 months behind on surcharge payments. We are expecting the January payment in early June. The State will attempt to provide the February payment before the end of June. At the close of the Spring session of the General Assembly, the budget situation was still unresolved. The only 9-1-1 funding

legislation, provided for a vote to the General Assembly, was in the form of an overall budget bill that was defeated in the Senate. There is no separate legislation, at this time, to continue 9-1-1 funding. As happened last year, surcharge payments will cease on July 1st. With continued careful control of our capital expenditures, our general fund is almost \$4 million. This is about \$1 million more than we were at this time last year. We still have a large outstanding debt with Motorola to consider as well as the surcharge reimbursement grants. It would be my recommendation to continue to withhold large payments until the State can provide substantial payments of our funds.

- C. 9-1-1 State RFP Grant – The State Advisory Board has recommended that \$5 million be provided for State 9-1-1 grants this year. The priority would go to ETSB’s that are without 9-1-1 service. More than \$19 million in requests were received by the state. Will County’s RFP will be one of those considered last by the State Director and State Advisory Board due to the “Have and Have Not” nature of the RFP document.
- D. Renewal of NetMotion Contract – Our current contracts for Software and Maintenance of the NetMotion products are due for renewal. The details of this request were discussed in the Technology Committee with approval to forward the request to F&E as such;
1. Renewal of Software/Maintenance contract for NetMotion servers and clients
 - a. Staff is recommending a three-year term in the amount of \$89,580.90.
This price is from the State of Illinois joint purchasing contract via AT&T.
 2. Renewal of diagnostic software (Locality) for NetMotion –
 - a. Staff is recommending a three-year term in the amount of \$1,968.00.
This price is from the State of Illinois joint purchasing contract via AT&T.

RESOLUTION #06232016-02

MOTION: To approve the renewal of the maintenance contract for NetMotion for a 3-year term totaling \$91,548.90.

- E. Renewal of EMnet Contract – The EMnet system provides connectivity to the PSAPs from state and local emergency management. The contract for this service is ending. Renewal is \$615 each. The Sheriffs PSAP is covered under the County contract.

RESOLUTION #06232016-03

MOTION: To approve the renewal of the EMnet contracts for Eastcom, Lincolnway, Joliet, Romeoville and Wescom PSAPs in the amount of \$3,075.00.

- F. Renewal of Federal Signal Smart Message Subscription – The Smart Message System subscription providing emergency notification contacts to households, agencies, special teams, and user training is ending. The annual subscription is \$85,000. The subscription service support and maintenance is \$1,500. The total cost is \$86,500.00 and will be shared between the ETSB, Will County EMA, and the City of Joliet.

RESOLUTION #06232016-04

MOTION: To approve to renew the subscription for the Federal Signal Smart Message subscription in the amount of \$86,500. The amount will be shared between the ETSB, Will County EMA, and the City of Joliet.

G. FY2017 Budget – The Chief Administrator is scheduled for a FY2017 Budget Hearing on July 7, with the County Finance Department. Much like last year, the beginning of the budget process is met with many unanswered questions regarding revenue and funds from the State. A line item review is being completed with appropriate adjustment based on previous expenses. Revenue may increase 16% with the passage of recent legislation, but the payment of surcharge funds is unknown without the passage of a State budget.

IX. MOTION TO ADJOURN TO CLOSED SESSION IF REQUIRED

X. ADDITIONAL COMMENTS

XI. ADJOURNMENT

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