

**WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD
LONG RANGE PLANNING COMMITTEE**

Chairman Steve Rauter

Wednesday, October 12, 2016 – 11:30 a.m.
ETSB 9-1-1 Administrative Office – Board Room
2561 Division Street, Joliet, IL 60435

AGENDA

I. CALL TO ORDER

II. ROLL CALL

Suzanne Hart
Steve Rauter

Aaron Klima
Dave Riddle

Bill Mort
Brad Veerman

Nick Palmer

III. APPROVAL OF MINUTES

MOTION: To approve minutes from August 10, 2016 as presented.

IV. OLD BUSINESS

A. M-Core Interoperability Project – The primary consideration for the Grundy County ETSB to request this proposal is to provide an interoperable exchange of data within the agencies of both ETSBs. Within our own system, the Wescom PSAP and its agencies will be the primary beneficiary of the interoperability agreement, although it is believed that the Will County Sheriff would also benefit from the ability to share information between the two counties.

Staff presented a pricing document to the Technology Advisory Committee showing the proposed costs for interoperability connectivity to the Will County ETSB from the Grundy County ETSB.

During a discussion of the interoperability proposal, there were many questions and concerns from the Committee members. The two major questions are; do we want to share our assets with other regional 9-1-1 entities? And, who else might ask to share our assets?

Some of the concerns expressed are:

- Should there be an additional buy-in fee for the agreement?
- Should Grundy ETSB become a joint-ETSB with Will County to share the assets?
- What additional entities may want to follow Grundy?
- Does the Will County ETSB accept additional responsibility and liability to accommodate this project?
- Are there any concerns with having an outside jurisdiction involved with the Will County System?
- Are the staff fees in the fee structure too low for the amount of staff time needed?
- What other Will County assets could be expected to be shared in future regional projects?
- Would this project interfere with any other bids or purchases to Grundy County for a similar solution?
- Can a uniform template be developed for shared costs if other entities want to use the Will county assets?
- How do we provide indemnification for the project?

The Committee suggested that the Chief Administrator work with the ETSB Attorney to draft an IGA that could answer the questions and concerns that have been posed.

B. Update on Matrix Operational Audit – The Chief Administrator has been in contact with the Matrix Project Management Team regarding the internal audit. Matrix’s most recent response to providing a report to the ETSB was, “it sounds like we can commit to having a report to you by Oct 27th - we may be ready for a presentation at that time, but if not, we will at least have an edited draft of the report ready for you then. We hope to be able to brief the committees on the 12th, but we can’t commit to it at this time.”

A place holder on the Personnel Committee agenda has been made if a report is available.

C. Motorola Records Update –

1. SSRS Report for Records – Staff is currently validating content in the database and will advise the agencies as soon as we are confident that the data is valid. The agencies are being updated with the progress. Staff member Kruizenga is building reports as needed.

2. Data Conversion Update – The records updates are on hold waiting for Motorola to resolve merging masters. Data is still converting past LRMS records and are currently on 201 records. 2014 re-push will be completed in 1 ½ day. The data feed is back on line.

D. Downers Grove Tollway Fiber/ISSI Router – Staff is still waiting to coordinate with Motorola to complete final configuration of the network connection to the Motorola network. Motorola’s PM is Jennifer Kline. She will contact Dale Murray with an update of the timeline.

E. Everbridge Platform – Staff is confirming that the chat feature is still enabled. Staff has resolved the question regarding recording the chat sessions. There is no chat feature available on the platform. The Technology Advisory Committee recommended that Staff notify the PSAPs and delete the software.

F. Field testing CAD 4.2 Update – Staff hosted field-testing for the next-generation Motorola CAD, Mobile and Records. The Motorola team was extremely pleased with the results of the tests they ran.

G. Magic Jack Update – Recently the Chief Administrator worked with a resident who was interested in switching to the Magic Jack platform. The resident subscribed and paid an additional E9-1-1 fee for connectivity to 9-1-1. We tested the system and the test call went directly to the Lincolnway PSAP displaying both ANI/ALI information without problems.

H. CAD FRM Update/ Motorola Conference – Staff will report on the recent Motorola Conference in Colorado. Motorola has cloud-based programs that could be offered to the agencies that may possibly work off the 9-1-1 hardware.

I. First Net Update – Chair Rauter will provide any updates on First Net activities.

J. 9-1-1 State Advisory Board – The SAB met in September and held public hearings on seven ETSB requests for waivers. The beginning of suggestions for legislative changes was discussed. Colonel Walter also presented an update on the finances. We are still 4 months behind in our payments. It was determined to fund, in whole, the grant requests for FY2017. The results of the RFP for planning the development of a NG9-1-1 system for Illinois should be available at the October meeting.

Caryn DeMarco completed our AR-911 audit report and it was sent to the State before the October 1st deadline. The next meeting of the SAB will be September 19 -20.

K. Legislative/ISP Updates – Nothing new to report

L. Laraway Consolidation Planning – Nothing new to report

M. 9-1-1 Administrative Office – A groundbreaking ceremony was held on Wednesday, October 5th at the site of the new Office and PSAP. The event was well attended. Staff is reviewing the bid packages that have been awarded by the County to coordinate with installations we will need in the office and PSAP.

V. **NEW BUSINESS**

A. Radio Console Infrastructure move from Bolingbrook to Wescom – Staff will provide an update on the plan and timetable to complete move of radio console infrastructure from the Bolingbrook PSAP to Wescom's PSAP. The quote from Miner will be available for the February meeting.

B. Decommission EOC Back-up – A portion of the consolidation plan submittal to the State included the decommissioning of the Will County Back-up PSAP at the EOC. This action includes the removal of the VIPER, recorder, etc. CAD connectivity for the EOC would remain in place, as would the three radio consoles, and Xybix workstations. Staff is requesting that maintenance contracts for the coming year remove assets at the EOC.

C. Recording EFJ Talk Groups – Staff has had discussions with Motorola engineers on the ability to record the County radio system EFJ talk groups via the Moto AIS server and the ISSI gateway. It was confirmed that the Motorola AIS will record the talk groups without any problems.

D. AIS Server for Primary Core – Staff is reviewing and designing the installation of an AIS server at the primary core to record radio talk groups on Starcom and EFJ radio systems in a centralized location and not to rely on consolettes for recording. Budget approx. \$227,000

E. Radio Tower Laraway – Part of the planning for the new PSAP at Laraway Road includes the removal, relocation, and construction of a new radio tower. The RFP will include the cost to remove the current tower. The current tower will remain an asset of the ETSB. The old tower can possibly be used to support one of our current PSAP's. Eastcom and WESCOM are both interested in the tower.

F. VM Project Update – Staff has reached a decision with Motorola in regards to our offer to share in the costs of the VM upgrade project. A report on this decision and the impact on our VM plan will be discussed.

G. Administrative Office Phone System – The current office system has reached its functional capacity. Staff will report on a new phone system that will be portable to the new administrative office

H. SmartMsg Agency Buy-in – Now that SmartMsg is "open for business," the EMA is beginning to have conversations with local jurisdictions about making it available to them for non-emergency announcements in exchange for an annual buy-in charge. The Chief Administrator has been working with Director Damron to draft an MOA that can be executed between the ETSB and the local jurisdiction. The intent is to have the ETSB provide the authorization for these MOA's. The Chief Administrator would sign these on behalf of the ETSB as they arise. There already is one agreement that has been signed by the Village of Romeoville awaiting our execution. I believe the City of Crest Hill will be forthcoming soon. Director Damron will make a presentation to the committee on the topic.

MOTION: To move from Committee to the full Board the authorization for the Chief Administrator to execute memoranda of agreement between the Emergency Telephone System Board and local units of government for their use of the mass notification system for non-emergency notification purposes.

I. 2017 Meeting Schedule for ETSB meetings – At the end of the year, we need to adopt the schedule of ETSB meetings for the coming year. The schedule is attached.

MOTION: To move from Committee to Full Board the adoption of the ETSB meeting schedule for calendar year 2017.

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

VII. **ADDITIONAL COMMENTS**

VIII. **ADJOURNMENT**

The next meeting of the Will County 9-1-1 ETSB Long-Range Planning Committee will be held on Wednesday, February 8, 2017 at 11:30 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.