

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

Thursday, June 22, 2017 – 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 (revised)

I. CALL MEETING TO ORDER

Pam Buzan	Robert Contro	Harold Damron	Suzanne Hart
Aaron Klima	Kenneth Kroll	Anthony Marzano	Nick Palmer
Julie Ponce-Doyle	Steve Rauter	David Riddle	Mike Shay
Howard Stephens	Brad Veerman	Joe Wazny	

II. INTRODUCTION OF NEWS MEDIA/GUESTS

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES

**MOTION: To approve regular meeting minutes from
April 20, 2017 as presented.**

ETSB CHAIRMAN RAUTER COMMENTS: At the beginning of each of this month's Committee meetings, Chairman Rauter explained that both he and Vice-Chair Stephens have been meeting as the Executive Committee to discuss the new change in leadership of the ETSB. They have also met with the Chief Administrator to get a better understanding of the ETSBs current status and future projects and programs. Neither the Chair nor Vice-Chair will sit or chair any of the committees. They will attend and be available to assist the Board with any questions or concerns that may come up.

Chairman Rauter also advanced the concept of going to a "Committee of the Whole" structure. He feels this will reduce duplication of discussions with in the existing committee structure. The plan will also be more respectful of the Board members time for meeting attendance. It is also felt this will alleviate any "lack of quorum" issues that have occurred in the past.

V. TECHNOLOGY ADVISORY COMMITTEE – Chair Mike Shay

A. Motorola Update – All equipment has been ordered and scheduled for installation after September 1, 2017.

B. Administrative Office Phone System – Staff has been working with the County Telephone Manager to establish connectivity from the Administration Office to the COB. Hopefully, the system will be up and running by the end of the month.

C. NG9-1-1 Update - Chief Administrator Figved held two workshops with AT&T in regards to their implementing their local ESInet solution in July. Both workshops were the same. One was for Staff and Board members, the other was a Regional meeting with Grundy, Kendall, Kane, DuPage, Cook and the cities of Naperville and Chicago. The Illinois 9-1-1 Director was also present. With AT&T's infrastructure they are able to go live in as little as 3 or 4 months. The State confirmed they are obligated to continue to pay network connectivity fees on an NG9-1-1 Platform. A budgetary number for Will County only, was received at \$1.5 mil per month. This does not include a regional approach. The network fees are not known at this time. The State is preparing an RFP for a statewide implementation. Staff will continue to monitor both the AT&T solution and the State program for costs and additional information.

This project is not anticipated for 2 to 4 years from now.

D. Laraway Communication Technical Update – Staff reviewed the current timeline for the technology that will be installed in the PSAP. All big ticket items have been ordered and scheduled for installation after September 1, 2017.

E. 2FA Discussion – We have not had the expected response from our agencies of the 2FA licenses. Last year the Board agreed to extend for another year. A decision needs to be made as to continuing the licenses and costs of doing so. Staff will work with the Police Chiefs to determine the need for this form of system security and report back in August.

F. VM RFP – A sole bid was received for the VM RFP. Staff reviewed the components of the system and its operations. A motion was made and approved to move the discussion to the F&E Committee for Full Board approval.

VI. LONG RANGE PLANNING COMMITTEE – Chair Steve Rauter

A. M3-Core Interoperability Agreements with Grundy and Kendall Counties – Grundy County declined the agreement based on interoperability problems with old and new radio equipment.

B. Matrix Review – Committee Review, Recommendations and Priorities – The Chief Administrator will review and comment on each of the action points and report back to the Committee in August. The results will be discussed at a future board meeting.

C. Legislative Updates –The Chair and Chief Administrator updated the Committee on the activities of SB1839.

D. Illinois 9-1-1 State Advisory Board –The SAB will meet on Monday, June 19, 2017 at 10am. The Committee is continuing to hold hearings on state consolidation plans, reviewing current legislation, and will hopefully announce the ISP Grant recipients.

E. State 9-1-1 Consolidation Plan Extension – The Chief Administrator is continuing to work with the Laraway PSAP to complete our plan. We have an extension to July 1, 2017 to complete our plan.

F. Laraway Building Update – Staff provided an update on the building's progress.

VII. PERSONNEL/PUBLIC EDUCATION COMMITTEE – Chair Brad Veerman

A. Matrix Updates – Committee Review, Recommendations and Priorities – The Chief Administrator will review and comment on each of the action points and report back to the Committee in August. The results will be discussed at a future board meeting.

B. Request to hire a Tier 1 Helpdesk/Desktop Support Technician – As indicated in the Matrix Audit there is an immediate need to hire an additional IT Support employee. The job description is attached. The Chief Administrator discussed the position and the need to hire.

RESOLUTION #06222017-01

MOTION: To approve the hire a Tier 1 Helpdesk/Desktop Support Specialist.

C. Adjust to Employee Compensation Plan for Manager DeSonia – When the Chief Administrator presented the Employee Compensation Plan, at the last Committee and Board meetings; there was an oversight on the Managers Grade 6 level. Two of the Managers were placed in Grade 6 with 5.5% increases. The CAD/Training Manager should have also been placed in Grade 6. Instead the CAD/Training Manager was mistakenly placed in Grade 5 with a 3.5% increase. The Chief Administrator is requesting to correct this error and place the CAD/Training Manager in Grade 6 with a 2.0% salary increase of \$1,616 annually.

The CAD/Manage Salary in Grade 6 would be \$82,453. The other two Grade 6 Managers salaries are \$86,786 due to longer time of service.

RESOLUTION #06222017-02

MOTION: To approve the adjustment in the Employee Compensation Plan for Manager DeSonia to Grade 6 with a 2% salary increase with an annual salary of \$82,453.

ADJOURN TO CLOSED SESSION

MOTION: To move to closed meeting in accordance with 5ILCS 120/2 Sec. 2 (c)(1) to consider specific possible action(s) relating to the appointment, employment, and compensation of specific employees of the ETSB.

D. Chief Administrators Contract – The Chief Administrators contract expires at the end of June 2017. The Chief Administrator indicated he would like the opportunity to serve to his retirement in April of 2019. This would allow him to complete several on-going programs and commitments to the Board. He has discussed a succession plan and timeline with the Board’s Executive Committee. The Board Attorney has written an amendment to the contract to establish the timeline of this contract.

RETURN TO OPEN SESSION

MOTION: To move to return to open meeting to discuss Board action if any, upon return to open session: Possible action(s) relating to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

RESOLUTION #06222017-03

MOTION: To approve the amended Chief Administrator’s employment contract.

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

- A. The Finance/Equipment Committee has reviewed the enclosed claims for
April 2017 – \$128,247.12
May 2017 – \$266,785.47

At this time, the Committee presents for approval the Will County Treasurer’s Report of Receipts and Expenditures Month Ending May 2017, with a balance of \$3,678,321.62 and April and May 2017 list of County’s Paid Invoices by G/L Distribution Report.

RESOLUTION #06222017-04

MOTION: To approve the *Will County Treasurer’s Report of Receipts and Expenditures Month Ending May 2017* with a cash balance of \$3,678,321.62 and the *April and May 2017 List of County’s Paid Invoices by G/L Distribution Report*.

B. Matrix Updates – Committee Review, Recommendations and Priorities - The Chief Administrator will review and comment on each of the action points and report back to the Committee in August. The results will be discussed at a future board meeting.

C. Lease Agreement 2561 W. Division Street – A letter of intent to end the lease at the Administrative Office was sent to the landlord (attached). The letter was sent in advance of the lease agreements 6 month requirement. The landlord is not acknowledging the request. The matter has been turned over to the Boards attorney for follow-up.

D. Illinois State 9-1-1 Grant – The Chief Administrator is pleased to announce that the Will County 9-1-1 ETSB is one of this year’s 2017 ISP Grant Award recipients. We have been awarded a grant in the amount of \$930,367.20 for consolidation equipment purchases at the Laraway PSAP.

E. FY2018 Budget – The Chief Administrator is scheduled for a County Finance Department

FY2018 Budget Hearing on Tuesday, July 11th. 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 of our expenses with appropriate adjustment based on previous expenditures. Revenue however unknown without information on the legislative increase in January and the notice of grant receipt. The payment of surcharge funds is unknown without the passage of a State Budget or appropriation legislation.

G. LCC Computer Monitor Quote – Staff has received quotations from our computer monitor vendors (Dell and Monoprice) for the purchase of computer monitors for the Laraway Communications Center.

RESOLUTION #06222017-05

MOTION: To approve the purchase of 50 Computer Monitors from Monoprice in the amount of \$12,222.43 for Laraway Communications Center.

RESOLUTION #06222017-06

MOTION: To approve the purchase of 90 Computer Monitors and sound bars from Dell in the amount of \$13,873.50 for Laraway Communications Center.

H. Wescom UPS battery replacement (UPS 2) – Our battery maintenance contractor has informed us of the need to replace the batteries in the Wescom UPS #2. The batteries in UPS #1 were replaced last year. The cost of the batteries is \$12,308.00 from Portable Power Systems.

RESOLUTION #06222017-07

MOTION: To approve the purchase of batteries for the Wescom UPS #2 from Portable Power Systems for \$12,308.00

I. VM RFP – Staff has sent out an RFP to replace the current outdated Virtual Server Solutions. One RFP response was received. Staff reviewed the RFP and the response with the Committee.

RESOLUTION #06222017-08

MOTION: To approve the purchase of the Virtual Server Solution with a 5 year purchase/maintenance/support agreement in the amount of \$2,212,683. Annual payments will be \$477,187.22.

J. Renewal of Sentinel Wireless Monitoring and Maintenance support for 7/1/2017 – 6/30/2018

RESOLUTION #06222017-09

MOTION: To renew Wireless Maintenance and Monitoring from Sentinel in the amount of \$97,053.00.

K. Additional NetMotion Licenses – The current supply of NetMotion licenses for our agencies are exhausted. Staff is recommending the purchase of an additional 150 NetMotion licenses for purchase by our agencies.

RESOLUTION #06222017-10

MOTION: To approve the purchase of 150 NetMotion licenses in the amount of \$23,100.00.

IX. MOTION TO ADJOURN TO CLOSED SESSION IF REQUIRED -

A motion to move to closed meeting in accordance with 5ILCS 120/2 Sec. 2 (c)(1) to consider specific possible action(s) relating to the appointment, employment, and compensation of specific employees of the ETSB.

X. MOTION TO RETURN TO OPEN SESSION

A motion to return to open meeting to discuss Board action if any, upon return to open session: Possible action(s) relating to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

XI. ADDITIONAL COMMENTS

XII. ADJOURNMENT

The next meeting of the ETSB will be held Thursday, August 24, 2017 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.