

**WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD
FINANCE AND EQUIPMENT COMMITTEE MEETING**

Chairman Julie Ponce-Doyle

**Note: The Finance and Equipment Committee will meet immediately following
the Personnel and Training Committee but not before 12:30 p.m.**

Wednesday, August 9, 2017

ETSB 9-1-1 Administrative Office – Board Room
2561 Division Street, Joliet, IL 60435

AGENDA

I. CALL TO ORDER

II. ROLL CALL

Julie Ponce-Doyle Harold Damron Aaron Klima Mike Shay Brad Veerman

III. APPROVAL OF MINUTES

MOTION: To approve minutes from June 14, 2017 as presented.

IV. FINANCE AND EQUIPMENT

A. The Finance/Equipment Committee has reviewed the enclosed claims for
June 2017 – \$642,737.08
July 2017 – \$321,409.72

At this time, the Committee presents for approval the Will County Treasurer's Report of Receipts and Expenditures Month Ending July 2017, with a balance of \$3,655,483.69 and June and July 2017 list of County's Paid Invoices by G/L Distribution Report.

**MOTION: To move from Committee to Full Board the approval of the
*Will County Treasurer's Report of Receipts and Expenditures Month Ending
July 2017 with a cash balance of \$3,655,483.69 and the June and July 2017
List of County's Paid Invoices by G/L Distribution Report.***

V. OLD BUSINESS

A. Purchase Telephone System Equipment for the 9-1-1 Administration Office – After review and approval, in June, the Committee moved forward with the recommendation to purchase the new telephones system. The new system will cost an additional \$280.59 per month over the existing system.

At the ETSB meeting there was discussion requesting the Staff to work with the county's telephone manager, Mike Kluga to beta test the county's phone system at the Administrative Office. The motion to approve the purchase was then tabled.

Staff will provide the Committee with an update on the performance of the County's phone system to date. **NO ACTION AT THIS TIME.**

B. Matrix Review – Committee Review, Recommendations and Priorities – The Chief Administrator will discuss with the committee his review and recommendations in regards to the: areas of inquiry and action items outlined by the Matrix Audit.

VI. NEW BUSINESS

A. FY2018 Surcharge Grant Program – With the consolidation of our PSAPs to three centers, the Chief Administrator will discuss a proposal to modify the Surcharge Grant Reallocation Program. The proposal includes reducing the grant amount from \$1mil to \$900,000 and distributing the grant monies equally between the three PSAPs. The PSAP Boards would then: sign an IGA with the ETSB, determine the disbursement of their funds, designate the items to purchase for approval, and return the receipts to the Staff with both sides of their cancelled checks

B. FY2018 Budget Preview – The Chief Administrator will review the preview of the FY 2018 Budget. The budget completed a review and approval process with the County’s Budget Director. This year’s balance budget is in the amount of \$10,798,000. This amount is a \$2,148,500 increase over the current year’s budget or a 24.85% increase. The increase is due to the anticipated revenue increase from the State 9-1-1 Surcharge legislation.

C. Renewal of Zoll Annual Maintenance and Support Contract – The annual service and maintenance contract with Zoll will expire in September. The renewal amount is \$24,600. Staff recommends renewal of the contract.

MOTION: To recommend to the Full Board the renewal of the Zoll service and maintenance contract in the amount of \$24,600.

D. Purchase of additional PSAP items for the Laraway Communications Center – Staff is finalizing the equipment purchases for the Laraway Communications. Approval is requested for a total of \$16,682.09, which includes the purchase of a vertical rack ground bar (\$683.60), Bud lights (\$13,993.20), a metered circuit (\$1,244.85), and wireless access points (\$760.44)

MOTION: To recommend to the Full Board the purchase of additional PSAP equipment for the Laraway Communications Center in the amount of \$16, 682.09.

VII. MOTION TO ADJOURN TO CLOSED SESSION IF REQUIRED

VIII. ADDITIONAL COMMENT

IV. ADJOURNMENT

**The next meeting of the 9-1-1 ETSB Finance and Equipment Committee will be held on
Wednesday, October 11, 2017 at 12:30 p.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.