

WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD MEETING v2

Thursday, February 22, 2018 – 9:00 a.m.
ETSB Chair Steve Rauter
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/ ROLL CALL

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

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION OF NEWS MEDIA/GUESTS

IV. PUBLIC COMMENT

V. OATHS OF OFFICE – REAPPOINTED BOARD MEMBERS

1. Oaths of Office – The Oath of Office will be conducted by the Will County Clerk’s Office. Oaths will be given to current ETSB members being reappointed to the Board.

- a. Oaths of Office for ETSB Members being reappointed to the Board – Reappointments for 02/01/2018 ending in 02/01/21 are:
Suzanne Hart, David Riddle, Anthony Marzano, and Joseph Wazny

VI. APPROVAL OF MINUTES

MOTION: To approve regular meeting minutes from October 26, 2017 as presented.

MOTION: To approve closed session meeting minutes from October 26, 2017 as presented.

VII. TECHNOLOGY ADVISORY COMMITTEE – Chair Mike Shay

1. Motorola CAD Update – Hardware Installed, working on powering up.
2. Zoll e-PCR Update – All agencies upgraded to new platform on February 1, 2018. This should resolve some of the issues being experienced.
3. CAD and Records FRM – Will begin end of February for 2018 cycle.
4. VM – being installed and configured.
5. Technical Review of Laraway Communications Center – Staff will review the project’s technical timeline of equipment and infrastructure purchase, installation, testing and successful Go-Live. Lessons learned will be shared.
6. Technical Review of Projects and Timelines 2018 – Staff will provide an update on technical capital projects scheduled for this year.

VIII. LONG RANGE PLANNING COMMITTEE – Harold Damron

1. Legislative Updates HB4246 Local Government Convention Expense Control Act. (Rep. McSweeney). Public funds shall not be expended by an employee at a convention or gathering of personnel. Excludes public safety personnel. Referred to Rules.
2. 9-1-1 State Advisory Board Meeting – January 29, 2018

- a. Administrative Rules Review Part 1324 Update – Held for further discussion.
- b. Telecommunicator Certification Project
- 3. State Consolidation Plan Update
 - a. Wireless Zip Code Agreement South Chicago Heights
 - b. Confirmation of Consolidation Completion
 - c. Plan Modification – Back-up PSAPs/AT&T Geneva Central Office trunk changes – Joliet to WESCOM.
- 4. Service Level Agreements – IT Technology
- 5. Laraway Open House
- 6. Future work sessions regarding NG9-1-1, First Net, connectivity AT&T/Verizon, Back-up PSAP Operations and potential liability issues.

IX. PERSONNEL/PUBLIC EDUCATION COMMITTEE – Chair Brad Veerman

- 1. Chief Administrator Succession Process Update
- 2. Reduction of ETSB members due to PSAP Consolidation – The ETSB members have been reduced from 15 to 12 with the mandatory State consolidation. This action is in accordance with the By-laws of the ETSB. The LCC will also be asked to reappoint PSAP Director Brad Veerman as their ETSB Representative.

RESOLUTION # 02222018-01

MOTION: To have the ETSB Chair send correspondence to the County Executive clarifying the reduction of Board members through the consolidation process and indicating the process complies with the State rules and regulations as well as the ETSB By-Laws.

- 3. Staff Salary Compensation Plan – The Chief Administrator requests approval of the Staff Salary Compensation Plan for FY2018.

RESOLUTION #02222018-02

MOTION: To approve the Chief Administrators request for the FY2018 Staff Salary Compensation Plan in the amount of \$1,163,839. This is a total salary increase of \$52,410. from FY 2017. The total average increase from last year is 4.7%.

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

- 1. Approval of Enclosed Claims – October 2017 to January 2018. The Committee has reviewed the enclosed claims for

October 2017 – \$889,948.76
 November 2017 – \$1,378,998.60
 December 2017 – \$101,648.74
 January 2018 – \$106,472.89

The Committee presents for approval the Will County Treasurer’s Report of Receipts and Expenditures Month Ending January 2018 with a balance of \$3,115,562.45 and October, November, December 2017, and January 2018 list of County’s Paid Invoices by G/L Distribution Report.

RESOLUTION #02222018-03

MOTION: To approve the Will County Treasurer’s Report of Receipts and Expenditures Month Ending January 2018 with cash balance of \$3,115,562.45 and the October, November, December 2017, and January 2018 List of County’s Paid Invoices by G/L Distribution Report.

- 2. End of Year Fiscal Report - Total year –to-date expenditures 82% of total budget.
- 3. FY 2018 Surcharge Grant Program- Grant applications have been distributed to the PSAPs.
- 4. ISP Equipment Grants FY 2017 and 2018 – The ETSB has been approved to file for reimbursement of our FY18 Consolidation Grant in the amount of \$748,035.34. Applications have been filed for FY18 ISP 911 grants for Consolidation (\$1,125,148.79) and NG911 Expenses (\$282,838.52).

5. Declaring Various Equipment Surplus and Authorizing Disposal

RESOLUTION #02222018-04

MOTION: To approve and declare various equipment surplus and authorize disposal.

6. Lease – 2561 Division Street

7. Purchase of Equipment

a. West Corporation – The 5-year service and maintenance agreement for the Viper CPE at the PSAPs is due for renewal. The total amount of the 5-year contract is \$632,996.63. The first-year contract is pro-rated to include the four closed PSAPs and the first-year warranty at the LCC.

RESOLUTION #02222018-05

MOTION: To approve to pay West \$97,727.00 for the first year of a 5-year contract.

b. Xybix workstation upgrades for back-up PSAP at Laraway - We will be refurbishing our existing workstations for the back-up centers at Laraway and Wescom. This expense is to replace and upgrade pieces of the existing console furniture. We have not yet received the quotation for Wescom but expect it to be in the same general expense as the LCC and on the April agenda.

RESOLUTION #02222018-06

MOTION: To approve to pay Xybix Corporation \$33,937.33 for the furniture upgrades at the Laraway Back-Up Center.

c. Crete Tower Leasing – The contract for our tower lease is due. This is the first year payment of a three-year lease. The ETSB received a 10% discount for implementing a multi-year agreement.

RESOLUTION #02222018-06

MOTION: To approve a 3-year tower lease with MidAmerica Tower, Inc. in the amount of \$22,349.22, from February 2018 through January 2021, to rent space at the Crete Tower located at 857 New Monee Rd., Crete, IL.

XI. 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.

XII. 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.

XIII. ADDITIONAL COMMENTS

XIV. ADJOURNMENT

The next meeting of the ETSB will be held Thursday, April 26, 2018 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.