

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

Thursday, April 25, 2013 – 9:00 a.m.
Will County Office Building
****2nd Floor, County Board Room****
302 N. Chicago Street, Joliet, IL 60432

ETSB Chair Ponce-Doyle called the meeting to order at 9:01 a.m.

Members **PRESENT:**

Pam Buzan	Harold Damron	Kim Knutsen	William Mort
John McDowell	Nick Palmer	Julie Ponce-Doyle	Joe Pena
Steve Rauter	Tom Ross	MaryJo Seehausen	Mike Shay
Candi Thuringer	Brad Veerman		

Absent: Chuck Exner Suzanne Hart David Riddle

Also Present: Attorney John Kelly Steve Figved Caryn DeMarco
Dale Murray Joanne Burian

INTRODUCTION OF NEWS MEDIA/GUESTS - None

PUBLIC COMMENT - None

TC OF THE YEAR AND MILESTONE PRESENTATION – Chair Ponce-Doyle acknowledged all the TCs and their milestones. A Team Award was presented to Romeoville TCs Sharon Whitaker, Alex Szalinski and Stacy Bonkowski. Megan Klomes-Eastcom, Christina Grutzius – Joliet, Amber Johnson - Bolingbrook and TC of the Year is Diane Cotter from Romeoville.

APPROVAL OF MINUTES

MOTION by Thuringer, seconded by Shay to approve minutes from February 28, 2013 as presented. ON A VOICE VOTE, MOTION CARRIED.

TECHNOLOGY COMMITTEE – Chair Mike Shay

A. Project Status Updates

1. Microwave Network – Microwave at Eastcom is the last of the ring – Week or so will be in final stages
2. CAD PremierOne – Staff member Burian is provisioning new CAD system, Motorola will be at the 9-1-1 office next week for mobile provisioning. Hosting mobility seminar on May 8th at Lincolnway PSAP. 9 – 11 a.m. Police, 1 -3 p.m. Fire. PSAP directors were asked to pass on the meeting information to their agencies.
3. NICE Inform – Staff Murray stated project complete. All PSAPs should have all clients upgraded.
4. Command Van to PSAP – Staff Murray mentioned there are issues with the catalyst.
5. M-Core – In design phase

6. EMA Van CAD Feed – The CAD feed is complete and working.

LONG RANGE PLANNING COMMITTEE – Chair Steve Rauter

A. Legislative Updates

1. Federal – FCC Text to PSAP – Moving toward deadlines – Text to PSAP, working with the vendors at this time. There are still many issues and questions, without the answers.
2. State – Administrator Figved gave the update on Wireless Surcharge Sunset Bill and other 9-1-1 Legislation. The surcharge bill has been re-drafted. Attorney John Kelly gave the update. Meetings are ongoing with the wireless carriers. Administrator Figved reiterated keeping the county board members up to date is necessary. Will County 9-1-1 has the support of the county board members. Speaker of the House Madigan and ICC supports the bill. Attorney Kelly feels the bill has support from members downstate. Member Rauter asked to continue to work with the legislators and support the language contained in HB3073. It's important that the public and county board members know that the re-written bill is not a tax increase to the general taxpayers.

B. Other

1. WESCOM Building – Groundbreaking ceremony was last Friday. Member Rauter wanted to thank the Village of Channahon for supporting the project.
2. Laraway Road Sheriff's Office – Administrator Figved spoke with Member Palmer and asked if building a new Sheriff's office is in the future. If so, the 9-1-1 will need to be involved, with regards to the 9-1-1 equipment.

PERSONNEL COMMITTEE – Chair Pam Buzan

- #### A. The Will County 9-1-1 Ad Hoc Training Committee met on February 13, 2013. There were several items discussed and referred to the Personnel Committee for approved and recommendation to the ETSB;

1. Police Legal Systems

The committee members received a link to trial an online training program offered by Police Legal Systems. This would provide additional “in the seat” training for the PSAPs. In addition, the company is authorized to issue CE credits for this training. The cost is approximately \$50 per student annually. The members present who took advantage of the opportunity to test drive the product had positive feedback. The company is offering the March and April modules for our use, in anticipation of approval in April.

RESOLUTION #04252013-01

MOTION by Veerman seconded by Shay to approve the purchase of the Police Legal Systems on-line training program for the PSAPs at a cost of \$50 per student. ON A ROLL CALL VOTE, MOTION CARRIED.

14 – YES, 0 – NO

2. Instructor Pay – EMD Curriculum

The transition of EMD instructors from JJC's payroll to the 9-1-1 ETSB has been completed. The instructors were getting paid \$30 per hour through JJC. The committee is requesting approval to set the rate at \$30 per hour for EMD Instructors.

RESOLUTION #04252013-02

MOTION by SHAY, seconded by PENA to approve the salary of \$30 per hour for the Emergency Medical Dispatch curriculum instructors.

MOTION BY MORT, SECONDED BY SHAY FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

B. Training Compliance - Romeoville

The Romeoville PSAP has been in 100% compliance with the ETSB's training standards for five (5) years in a row. They are the first to have reached this achievement and set the example for others in the system. Congratulations to Romeoville PSAP and Kim Knutsen!

FINANCE AND EQUIPMENT COMMITTEE – Chairman Julie Ponce-Doyle

A. The Finance/Equipment Committee has reviewed the enclosed claims for

February 2013 - \$237,727.02

March 2013 - \$691,799.46

At this time, the Committee presents for approval the Will County Treasurer's Report of Receipts and Expenditures Month Ending March 31, 2013, with a balance of \$3,827,053.43 and the February and March 2013 list of County's Paid Invoices by G/L Distribution Report.

RESOLUTION #04252013-03

MOTION by MORT, seconded by PENA to approve and place on file the approval of the Will County Treasurer's Report of Receipts and Expenditures Month Ending March 31, 2013 with a cash balance of \$3,827,053.43 and the February and March 2013 List of County's Paid Invoices by G/L Distribution Report.

MOTION BY VEERMAN, SECONDED BY RAUTER FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

B. IWIN License Reimbursement Requests

IWIN license requests for reimbursement have been received from the following agencies;

South Chicago Heights Fire Department – 2 IWIN license - \$2,000.00

Manhattan Fire and Ambulance District – 1 IWIN license - \$1,000.00

RESOLUTION #04252013-04

MOTION by RAUTER, seconded by VEERMAN to approve two (2) IWIN reimbursement requests totaling \$2,000.00 for South Chicago Heights Fire Department.

MOTION BY MORT, SECONDED BY RAUTER FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

RESOLUTION #04252013-05

MOTION by VEERMAN, seconded by SHAY to approve one (1) IWIN reimbursement request totaling \$1,000.00 for Manhattan Fire and Ambulance District.

MOTION BY RAUTER, SECONDED BY PENA FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

C. Harris Corporation Renewal for Maintenance Service 12/1 – 11/30/13 per contract

RESOLUTION #04252013-06

MOTION by VEERMAN, seconded by MORT to approve the Harris Corporation Renewal for Fixed Equipment Maintenance Response, per contract in the amount of \$55,707.00.

MOTION BY RAUTER, SECONDED BY THURINGER FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

D. Microwave Tower Lease Renewal at Eastcom PSAP

The current five-year lease is expiring and Staff is requesting a three-year renewal with the addition of a second microwave dish to the tower. The monthly lease rate is \$574.97 per month. With a prepaid three-year contract the tower owner is offering a 4.3% discount reducing the monthly rate to \$550.00 with an overall savings of \$900.00. Eastcom does not have plans to relocate their facility during the contract and there are no other tower site options available.

RESOLUTION #04252013-07

MOTION by VEERMAN, seconded by MORT to approve the microwave tower site agreement at Eastcom with SBA Tower Co. Assets for 36 months in the amount of \$19,800.

MOTION BY DAMRON, SECONDED BY ROSS FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

E. IP Voice Logger Request from WESCOM

At the Committee Meeting, Steve Rauter requested the purchase of an IP Voice Logger to be added to the equipment list being purchased by the ETSB for the new WESCOM facility. The Staff was asked to prepare a cost analysis on the subject (the report is attached to this agenda).

After careful review of the the options available for the PSAP integration to IP Voice Logging equipment staff is recommending Option #3 for initial consideration by the ETSB combined with Option #4 when the M-Core project is completed.

Option #3 allows us to provide upgrades to the current IP Logger and the Inform Server. This project will configure all radio traffic from all PSAPs that use the Motorola MCC7500

consoles, which will be connected to the proposed M-Core solution, to the Joliet IP Logger for IP Logging. The current PSAP assets of analog recorders will be maintained to provide a local redundancy at the PSAP. The initial cost of option #3 would be \$44,500.

With the addition of Option #4, when the M-core project is completed, a second IP logger would be purchased and upgraded to the same level as the current IP logger becoming the redundant IP logger. The additional cost of Option #4, at a later date, would be modified to \$191,150 for a total expenditure of \$235,650.

RESOLUTION #04252013-08

MOTION by MORT, seconded by BUZAN to approve the purchase of upgrades for the Joliet PSAP IP Voice Logger and the Inform Server from Motorola in the amount of \$44,500 to provide for an integrated IP Logger solution for the PSAPs within the M-Core project.

MOTION BY VEERMAN, SECONDED BY BUZAN FOR PREVIOUS ROLL CALL. ON A VOICE VOTE, MOTION CARRIED.

MOTION TO ADJOURN TO EXECUTIVE SESSION IF REQUIRED

ADDITIONAL COMMENTS –

Administrator Figved stated the 9-1-1 office will be filing a claim with the insurance company for \$48,148.00. During the heavy rains last week, both sump pumps failed during the downpours.

Member Mort - Reminder May 9th the Police Memorial will be held at the county courthouse.

MOTION by PENA, seconded by BUZAN to ADJOURN at 10:00 A.M.