

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

Thursday, October 24, 2019, 9:00 A.M.
Will County Office Building, County Board Room
302 N. Chicago Street, Joliet, IL 60432

I. CALL TO ORDER

II. ROLL CALL

Harold Damron	Andrea DeLap	Mike Hennessy	Todd Fonfara
Aaron Klima	Meta Mueller	Nick Palmer	Denise Pavlik
Steve Rauter	Mike Shay	Howard Stephens	Joe Wazny

III. PLEDGE OF ALLEGIANCE

IV. INTRODUCTION OF NEWS MEDIA / GUESTS

V. PUBLIC COMMENT

VI. APPROVAL OF CONSENT AGENDA

Any member may request that an item be removed from the consent agenda to be addressed in a separate motion.

- A. Approval to publish the ETSB meeting dates (as amended) for 2020.
- B. Approval of the minutes of the ETSB Ad Hoc Committee meeting of August 21, 2019.
- C. Approval of the minutes of the ETSB meeting of August 22, 2019.
- D. Approval of the minutes of the Special ETSB meeting of September 11, 2019, with no closed session minutes to be released.
- E. Approval of the minutes from the ETSB Committee of the Whole meeting of October 9, 2019.
- F. Approval of the *Will County Treasurer's Report of Receipts and Expenditures* for the month ending July 30, 2019 with an ending balance of \$3,841,688.04.

RESOLUTION #10242019-01

MOTION: To approve the items listed on the consent agenda.

VII. UNFINISHED BUSINESS

- A. Updates on Current Projects (*Chief Administrator*)

VIII. NEW BUSINESS

A. Long-Range Planning – Chair Joe Wazny

1. **Legislative Update.** The Chief Administrator will provide an update on the draft administrative rules and the October 21 State Advisory Board meeting.
2. **Continuity Plan Proposal.** The Chief Administrator recommends approval to hire Sentinel Technologies to complete a Business Impact Analysis and Risk Management Plan for the ETSB in the amount of \$40,330.00. This expenditure is included in the FY2020 Budget.

RESOLUTION #10242019-02

MOTION: To approve hiring Sentinel Technologies to complete a business impact analysis and risk management plan in the amount of \$40,330.00.

3. **Comments from the Chair.**

B. Finance and Equipment – Chair Harold Damron

1. **Approval of Treasurer’s Report of Receipts and Expenditures.** The Committee has reviewed the enclosed claims and presents for approval the *Will County Treasurer’s Report of Receipts and Expenditures* for the Month of August 2019 with an ending cash balance of \$3,333,135.93.

RESOLUTION #10242019-03

MOTION: To approve the *Will County Treasurer’s Report of Receipts and Expenditures Month Ending July 2019* with an ending cash balance of \$3,333,135.93.

2. **Approval of ETSB FY2020 Budget.** The amended FY2020 ETSB Budget includes \$100,000 added from fund balance to cover the December settlement payment negotiated with Schelling Development Corp. for a total budget of \$8,500,000.

RESOLUTION #10242019-04

MOTION: To approve the FY2020 ETSB budget as amended in the amount of \$8,500,000.

3. **Vehicle Fleet Update.** The Chief Administrator will provide a fleet update.

4. **Comments from the Chair.**

C. Personnel and Public Education – Chair Todd Fonfara

1. **I.T. Systems Administrator.** Position vacancy update.

RESOLUTION# 10242019-05

MOTION: To grant hiring authority to the Chief Administrator for the vacant I.T. Systems Administrator position, at a salary not to exceed \$90,200 (Grade 14, Step 3).

2. **Information Security Administrator.** Position vacancy update.
3. **Will County Public Safety Conference.** The Board will have the opportunity to provide feedback on the Public Safety Conference held at JJC on October 22nd.
4. **Annual Public Education Report.** The 9-1-1 office has provided a report to the Committee Chair summarizing public education activities in 2019.
5. **Comments from the Chair.**

D. Technology – Chair Mike Shay

1. **Team Notification Automation Solution.** The Chief Administrator will provide an update on the selection process for the solution.
2. **Everbridge Data Maintenance.** Everbridge has provided a quote for their resident connection data service, which will provide monthly updates to our mass alerting capabilities. This will improve overall data quality and save significant staff resources. First year cost is \$25,043.94 and annual recurring costs thereafter are \$23,188.83. Staff recommends approval.

RESOLUTION# 10242019-06

MOTION: To approve the purchase of Resident Connection data services from Everbridge in the amount of \$25,043.94.

3. **Intrado (West) System Enhancements.** Intrado (West) has provided a quote for enhancements to our 9-1-1 phone software package. These include a power metrics dashboard and a wireless routing analysis module reporting package. These services will be provided over a 5-year term with \$13,500 in setup fees and \$4,680 in annual recurring services for a first-year total of \$18,180 and a total contract (5-year) total of \$36,900. Staff recommends approval.

RESOLUTION# 10242019-07

MOTION: To approve the 5-year agreement for software enhancements with Intrado (West) in the amount of \$36,900.

4. **UPS Maintenance Contract.** Renewal of the annual maintenance contract with Nationwide Power for UPS and backup power systems maintenance in the amount of \$22,050. Staff recommends approval.

RESOLUTION# 10242019-08

MOTION: To approve the annual UPS maintenance agreement with Nationwide Power in the amount of \$22,050.

5. **LRMS Record Conversion.** Staff and representatives from Motorola Solutions will be holding a meeting with representatives from Motorola at the conclusion of today's ETSB meeting to discuss record conversion. All are invited to attend.

6. **Comments from the Chair**

IX. MOTION TO ADJOURN TO CLOSED SESSION

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, compensation, discipline, performance, or dismissal of specific employees or legal counsel.

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 or legal counsel.

XI. ADDITIONAL COMMENTS

XII. ADJOURNMENT

The next Will County ETSB meeting is Thursday February 27, 2020, at 9:00 a.m.

Public Comment is welcome when indicated on the agenda and is limited to three (3) minutes per speaker, in accordance with ETSB Policy 101: Addressing the Board at Open Meetings, dated October 27, 2011. 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 to ensure timely delivery of the necessary accommodations.