

JO DAVIESS COUNTY
EMERGENCY TELEPHONE SYSTEM BOARD (ETSB)
MEETING MINUTES
JANUARY 7, 2026

I. Call to Order

ETSB Chairperson Jeff Wood called the meeting to order at 7:00 PM on Wednesday, January 7, 2026, in the Jo Daviess County Sheriff's Office Second Floor Conference Room, 330 North Bench Street, Galena, Illinois.

II. Roll Call

Roll Call was answered as follows: Present – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Present: 6. Present electronically – 0. Absent – Lucas Bourquin. Absent: 1. A quorum was established.

III. Citizens' Comments

There were no citizens' comments.

IV. Correspondence

There was no correspondence to report.

V. Legislation

There was no legislation to report.

VI. Approval of Minutes

A motion to approve minutes of the December 3, 2025, Emergency Telephone System Board meeting was made by Helen Kilgore and seconded by Kirk Raab. The motion carried by voice vote.

VII. Financial Reports

The Balance Sheets for the month of November 2025 were reviewed.

The Revenues and Expenditures for the month of November 2025 were reviewed.

The Detail Ledger - 911 Assets on Balance sheet for the month of November 2025 was reviewed.

The Combined Detail Ledger for the month of November 2025 was reviewed.

The Budget for Reference for the month of November 2025 was reviewed.

A motion to approve January 2026 Accounts Payable claims as amended in the amount of \$171,605.84 was made by Dianne Allendorf and seconded by Ashley Forth. The motion carried by voice vote.

VIII. Reports

There was nothing reported by the Sheriff.

ETSB Coordinator Sergeant Amy Gonzalez updated the board on current staffing. She also gave an update on the current status of the Starcom system, stating they are currently being trained on the software, with three out of ten users completing their training. The next training will be on mobiles and portables. All is going well.

The Assistant ETSB Coordinator was absent and there was no report provided.

IX. Unfinished Business

There was no unfinished business.

X. New Business

Sergeant Amy Gonzalez provided an update and recommendation to get County Board approval of a required upgrade to the Sheriff's digital recording system to ensure uninterrupted compatibility with the new Motorola Starcom system. Gonzalez explained that they cannot get a warranty on the current system as it is no longer supported. Gonzalez was informed late in December 2025 that they will need to get new hardware in order to be in compliance with the security and encryption software that is mandated. A motion to recommend to the County Board, approval of a required upgrade to the Sheriff's digital recording system with the acquisition of new hardware and software through Nelson Systems, Inc., at a cost of \$101,531.50, to be paid from line item 007-41128-810, Equipment Purchase, and to include the cost of an annual maintenance fee, was made by Helen Kilgore and seconded by Kirk Raab. The motion carried by voice vote.

A motion to approve reinvesting ETSB funds in the amount of \$567,779.82, that matured as of January 2, 2026, into three new Certificate of Deposits at First Community Bank in equal thirds, \$189,259.94 in a 3-month CD, \$189,259.94 in another 3-month CD and the final \$189,259.94 in a 16-month CD, was made by Steve Birkbeck and seconded by Helen Kilgore. The motion carried by voice vote.

XI. Board Member Concerns

There were no Board Member concerns.

XII. Citizens' Comments

There were no Citizens' comments.

XIII. Adjourn

Motion to adjourn was made at 7:33 PM by Jeff Wood and seconded by Helen Kilgore. The motion carried by voice vote.

The next meeting is Wednesday, February 4, 2026, at 7:00 p.m.