

AGENDA

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JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD (ETSB)

Wednesday, May 6, 2026 at 4:00 PM

Sheriff's 2nd Floor Conference Room
330 North Bench Street, Galena, IL 61036

Phone: 309-205-3325

Phone: 312-626-6799

Meeting ID: 810 4374 0206

Password: 059800

I. Call to Order

II. Roll Call

III. Citizens' Comments

In accordance with Section 1-5-22 of the Jo Daviess County Code of Ordinances, members of the public may speak during the designated public comment period. Speakers must state their name and address for the record and limit comments to three (3) minutes. Remarks must be respectful, relevant to County business, and directed to the Board as a whole.

IV. Correspondence

V. Legislation

VI. Approval of Minutes

A. Approve minutes of the April 1, 2026 Emergency Telephone System Board meeting

VII. Financial Reports

A. Balance Sheets - March 31, 2026

B. Revenues & Expenditures - March 31, 2026

C. Interest Income - March 31, 2026

D. Detail Ledger - 911 Assets on Balance Sheet - March 31, 2026

E. Combined Detail Ledger - March 31, 2026

F. Budget for Reference

G. Accounts Payable Claims

1. Discussion and possible action on approving May 2026 Accounts Payable Claims

VIII. Reports

A. Sheriff

B. ETSB Coordinator

C. Assistant ETSB Coordinator

IX. Unfinished Business

A. Discussion Only: Meeting per diem and mileage for ETSB members

X. New Business

A. Discussion and possible action on recommending the reappointment of Jeff Wood to serve as a

Public Representative and Chairperson of the Emergency Telephone Board System (ETSB) for a three-year term commencing May 1, 2026, and ending April 30, 2029

- B. Discussion and possible action on recommending the reappointment of Helen Kilgore to serve as a Public Service Agency Representative of the Emergency Telephone Board System (ETSB) for a three-year term commencing May 1, 2026, and ending April 30, 2029
- C. Discussion and possible action on the Election of Vice-Chairperson (*The Emergency Telephone System Board By-Laws, Article IV Members and Officers, Section 2, reads in part: The Vice-Chairperson shall be elected annually by a majority of the ETSB. Such election shall occur each May, with the new officers commencing June 1st of the same year*)
- D. Discussion and possible action on the Election of Secretary (*The Emergency Telephone System Board By-Laws, Article IV Members and Officers, Section 2, reads in part: The Secretary shall be elected annually by a majority of the ETSB. Such election shall occur each May, with the new officers commencing June 1st of the same year*)
- E. Discussion and possible action on approving three (3) attendees to attend the Motorola Midwest User Group Conference in Janesville, Wisconsin, from July 20–23, 2026, with associated expenses as follows: Registration at a cost not to exceed \$325.65 to be paid from 007-41128-501 Education & Training; lodging at a cost not to exceed \$998.80 (*two (2) attendees staying three (3) nights each and one (1) attendee staying two (2) nights at \$110 per night*), meals at a cost not to exceed \$385.00 (*two (2) attendees at four (4) days each and one (1) attendee at three (3) days at \$35 per day*), and mileage reimbursement for IT staff at a cost not to exceed \$130.80, with total travel-related expenses not to exceed \$1,514.60 to be paid from 007-41128-502 Travel Expenses
- F. Discussion and possible action on approving one (1) attendee of the Motorola Midwest User Group Conference to attend the System Application Administrator (SAA) Certification Course and obtain SAA Certification, at a cost not to exceed \$1,000.00 to be paid from 007-41128-501 Education & Training
- G. Discussion and possible action on approving payment of an invoice from Comelec Services for the repair of tower equipment located in Warren after a recent storm (*"Acts of God" are not covered through the maintenance agreement*) at a cost not to exceed \$290.75 to be paid from 007-41128-701 Maintenance Service (*A total of \$10,000.00 was budgeted for miscellaneous maintenance in the FY26 budget*)
- H. Discussion and possible action on approving the purchase of three (3) desktop organizers for each of the PSAP consoles at a cost of \$149.97 to be paid from 007-41128-603 Operating Supplies
- I. Discussion and possible action on approving two (2) Telecommunicators to attend the 'Preventing Telecommunicator Tunnel Vision' training located in Rockford, IL, on May 12, 2026, for a total cost of \$50.00 to be paid from 007-41128-501 Education & Training

XI. Closed Session

XII. Possible Actions as a Result of Closed Session

XIII. Board Member Concerns

XIV. Citizens' Comments

XV. Adjourn

The next meeting is Wednesday, June 3, 2026 at 4:00 p.m.