

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

330 N. BENCH STREET
GALENA IL 61036
PHONE: (815) 776-9310
FAX: (815) 777-9284



MINUTES FOR THE REGULAR MEETING OF MAY 1, 2024

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:02 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Steve Birkbeck, Kevin Stewart, Jeff Wood, were all physically present. Allendorf appeared electronically. Helen Kilgore joined the meeting at 7:05 p.m.

Board Members Absent: Lucas Bourquin.

Others Present: Kris Knautz. Tessa Moore was present via Zoom.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The April 3, 2024 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: March financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for May 2024 are \$18,628.03. **Wood moved to approve the accounts payable claims for May 2024 in the amount of \$18,628.03. Seconded by Stewart and motion carried following a roll call vote resulting in all Ayes.**

REPORTS:

- A. **Sheriff's Report:** None.
- B. **Coordinator's Report:** Knautz read Sgt. Gonzalez's report. As of late, her main focus is on staffing.
- C. **Assistant Coordinator's Report:** None.

UNFINISHED BUSINESS:

- A. Discussion and possible action on the Coordinator's request to approve funds in the amount of \$8,450.00 for the first year of the Prepared 9-1-1 Assist Video Streaming Service. (Note: If approved, funds for this purchase are to be paid from the ETSB Capital Equipment and Investment Contingency Fund (075-46181-901)). Kimball made a motion to tentatively approve a five year contract, pending further information from Sgt. Gonzalez and the provider regarding the provisions of the contract. Prepared 911 has agreed to a multi-year contract. If we get a 5 year contract, the price will stay the same for every year for 5 years and they will discount the \$10,000 implementation fee. Kimball talked to the director at the Dubuque County, Iowa, 911 Center. They

had nothing but good things to say about the program. He also spoke to Grant County, Wisconsin. Kimball's recommendation is to go ahead and approve the 5 year contract at the \$8,450. The cheapest price he was told that another company has, is a \$30,000 annual charge. Seconded by Kilgore and motion carried following a roll call vote resulting in all Ayes.

NEW BUSINESS:

- A. Discussion and possible action on amending a previous motion to approve April 2024 ETSB Claims in the amount of \$7,904.63 made at our April 4, 2024 meeting, by revising the amount of April 2024 ETSB Claims to \$8,466.23. Kimball made a motion to amend a previous motion to approve April 2024 ETSB Claims in the amount of \$7,904.63, by revising the amount of April 2024 ETSB Claims to \$8,466.23. Seconded by Stewart and motion carried following a roll call vote resulting in all Ayes.
- B. Discussion and possible action on recommending to the County Board Chairperson that the County Board reappoint Kevin Stewart, Chief, to a three (3) year term on the ETSB as a Public Safety Agency Representative, effective June 1st, 2024. Kimball made a motion to recommend to the County Board Chairperson that the County Board reappoint Kevin Stewart, Chief, to a three (3) year term on the ETSB as a Public Safety Agency Representative, effective June 1st, 2024. Seconded by Allendorf and motion carried following a roll call vote resulting in 5 Ayes and 1 Abstention. Ayes: Kimball, Birkbeck, Allendorf, Wood and Kilgore. Stewart Abstained. Absent: Bourquin.
- C. Discussion and possible action on approving funds in the amount of \$270.00 for one (1) T/C to attend Whiteside County's #BeAnEncourager in the Comm Center & Combating Complacency classes in Morrison, Illinois, May 15th, 2024. (Note: If approved, the \$250.00 registration fee for the T/C is to be paid from the ETSB Training Acct (007-41128-501) and \$20.00 to be paid from the ETSB Travel Acct (007-41128-502) for meal expenses. A County vehicle is to be used for transportation.) Kimball made a motion to approve funds in the amount of \$270.00 for one (1) T/C to attend Whiteside County's #BeAnEncourager in the Comm Center & Combating Complacency classes in Morrison, Illinois, May 15th, 2024. (Note: If approved, the \$250.00 registration fee for the T/C is to be paid from the ETSB Training Acct (007-41128-501) and \$20.00 to be paid from the ETSB Travel Acct (007-41128-502) for meal expenses. A County vehicle is to be used for transportation.) Seconded by Birkbeck and motion passed following a roll call vote resulting in all Ayes.
- D. Discussion and possible action on approving funds in the amount of \$1,100.00 for one (1) T/C to attend the Motorola-Spillman Flex System Administrator course in Galena, Illinois, June 25-27. (Note: If approved, the \$1,100.00 registration fee to be paid from the ETSB Training Acct (007-41128-501). If enough attendees from outside agencies register and attend, the cost to the JDC ETSB for this registration fee will be free in exchange for Jo Daviess County hosting.) Kimball made a motion to approve funds in the amount of \$1,100.00 for one (1) T/C to attend the Motorola-Spillman Flex System Administrator course in Galena, Illinois, June 25-27. (Note: If approved, the \$1,100.00 registration fee to be paid from the ETSB Training Acct (007-41128-501). If enough attendees from outside agencies register and attend, the cost to the JDC ETSB for this registration fee will be free in exchange for Jo Daviess County hosting.) Seconded by Kilgore and motion carried following a roll call vote resulting in all Ayes.
- E. Discussion and possible action on the Election of Vice-Chairman – The Emergency Telephone System Board By-Laws, Article III 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. Kimball nominated Jeff Wood for Vice-Chairperson. There were no other nominations. Kimball made a motion to close nominations and elect Jeff Wood by acclamation. Motion was seconded by Kilgore and motion carried.
- F. Discussion and possible action on the Election of Secretary – The Emergency Telephone System Board By-Laws, Article III, Members and Officers, Section 2, reads in part: The secretary shall be elected annually by a majority of the ETSB. Such election shall officer each May with the new officers commencing June 1st of the same year. Stewart nominated Helen Kilgore for Secretary. There were no other nominations. Kimball made a motion to close nominations and elect Helen Kilgore by acclamation. Motion was seconded by Wood and motion carried.

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: None.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:28 p.m. following a voice vote resulting in all Ayes.

Next meeting date is Wednesday, June 5th, 2024, in the Jo Daviess County Sheriff's Conference Room.