

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 SEPTEMBER 4, 2024

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:00 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf were physically present.

Board Members Absent: Jeff Wood and Lucas Bourquin.

Others Present: Sergeant Amy Gonzalez. Recording Secretary Tessa Moore was present via zoom.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The August 7, 2024 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: July financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for September 2024 are \$8,812.33. **Stewart moved to approve the accounts payable claims for September 2024 in the amount of \$8,812.33. Seconded by Kilgore and motion carried following a voice vote resulting in all Ayes.**

REPORTS:

A. Sheriff's Report: None.

B. Coordinator's Report: Sgt. Gonzalez said that her main focus as of late has been staffing. She has offered another prospective employee a full-time Telecommunicator position and they will be starting on September 16th. A new employee has started in the IT PSAP position and everything has been going well so far. He is learning the basics and getting acclimated with the programs.

C. Assistant Coordinator's Report: None.

UNFINISHED BUSINESS:

NEW BUSINESS:

- A. Discussion and possible action on approving funds in the amount of \$2,282.12 requested by the ETSB Coordinator for three T/Cs to attend an IPSTA training conference at Springfield, IL, October 20-24, 2024. If approved, \$525.00 to be paid from ETSB Education and Training Acct (007-41128-501) and \$1,757.12 to be paid from the ETSB Travel Acct (007-41128-592). **Kimball made a motion to approve funds in the amount of \$2,282.12 requested by the ETSB Coordinator for three T/Cs to attend an IPSTA training conference at Springfield, IL, October 20-24, 2024. If approved, \$525.00 to be paid from ETSB Education and Training Acct (007-41128-501) and \$1,757.12 to be paid from the ETSB Travel Acct (007-41128-592). Seconded by Allendorf.** This conference had been budgeted for in the FY2024 Budget. After some discussion, it was decided that an alternate hotel had to be booked. Gonzalez said she isn't sure if she'll be staffed all the way but she intended on registering three attendees regardless. Stewart had questioned the mileage amount and said that it looked only to be paid for one way and not round trip. After refiguring some mileage, it was decided that the round trip mileage should be included and there was an amended motion made. **Kimball made a motion to amend the previous motion, to approve funds in the amount of \$2,425.12, requested by the ETSB Coordinator for three T/Cs to attend an IPSTA training conference at Springfield, IL, October 20-24, 2024. If approved, \$525.00 to be paid from ETSB Education and Training Acct (007-41128-501) and \$1,900.12 to be paid from the ETSB Travel Acct (007-41128-592). Seconded by Stewart and motion carried following a voice vote resulting in all Ayes. A vote on the original motion as amended was taken and motion carried following a voice vote resulting in all Ayes.**
- B. Discussion and possible action on approving a request from the ETSB Coordinator for funds in the amount of \$1,548.00, plus shipping (TBD), for the purchase of a desk and storage unit for the recently hired ETSB IT Technician. If approved, funds for this purchase to be paid from the ETSB Equipment Acct, (007-41128-810). **Kimball made a motion to approve a request from the ETSB Coordinator for funds in the amount of \$1,548.00, plus shipping (TBD), for the purchase of a desk and storage unit for the recently hired ETSB IT Technician. If approved, funds for this purchase to be paid from the ETSB Equipment Acct, (007-41128-810). Seconded by Kilgore and motion carried following a voice vote resulting in all Ayes.**

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: Kevin Stewart brought up the Starcom/LaHood grant. He said that it is actually dispersed through C.O.P.S. It's been a long process and it's going to take a long time, even once the equipment is purchased – all the departments and agencies that are purchasing the equipment will still need to get it installed once it's received. Steve Birkbeck asked about ETSB Funds and possibly putting some funds into a CD since the interest is very enticing at the moment. Kimball advised he will discuss with the County Treasurer, who is the fund custodian.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:18 p.m. following a voice vote resulting in all Ayes.

Next meeting date is Wednesday, October 2, 2024, in the Jo Daviess County Sheriff's Conference Room.