

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 DECEMBER 4, 2024

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:04 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Dianne Allendorf, Steve Birkbeck and Jeff Wood were physically present.
Board Members Absent: Lucas Bourquin Helen Kilgore and Kevin Stewart
Others Present: Sergeant Amy Gonzalez and County Administrator Angela Kaiser

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The November 6, 2024 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: October financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for December 2024 are \$32,756.11. **Kimball moved to approve the accounts payable claims for December 2024 in the amount of \$32,756.11. Seconded by Allendorf and motion carried by roll call vote.**

REPORTS:

- A. Sheriff's Report:** On behalf of Sheriff Turner, Gonzalez informed the ETSB that the Motorola Starcom Radio and Console Project contracts have both been signed and the equipment has been ordered.
- B. Coordinator's Report:** Sgt. Gonzalez gave her report on the events that have happened over the past month. Regarding full-time staffing, a full-time Telecommunicator position has been offered to an applicant and she is scheduled to start training with Michelle Barnes on the 15th of December. At that time, the Communications Department will be fully staffed. Gonzalez is officially off of the dispatch schedule and is back in the office for regular business hours, which are Monday-Friday, 8-4. All of the hardware has been received from RBG Spectrum and the new dispatch computer towers have been ordered from Dell. The full hardware reset and reconfiguration of radios is expected to be completed by the end of January.
- C. Assistant Coordinator's Report:** Assistant Coordinator Tom Lange is working with the intent to retire around this time next year.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Discussion and possible action on amending November 2024 ETSB claims to include a service agreement invoice from Solacom in the amount of \$1,392.00 and a monthly translation invoice from Voiance in the amount of \$26.71, amending the November 2024 claims for a total to \$6,003.43 – **Kimball made a motion to amending November 2024 ETSB claims to include a service agreement invoice from Solacom in the amount of \$1,392.00 and a monthly translation invoice from Voiance in the amount of \$26.71, amending the November 2024 claims for a total to \$6,003.43. Seconded by Wood and motion carried following a roll call vote resulting in all Ayes.**
- B. Discussion and possible action on approving funds in the amount of \$2,236.08 requested by the ETSB Coordinator for two (2) T/Cs to attend a MABAS Conference in Bloomington, IL, February 19 – 21, 2025. (If approved, \$650.00 to be paid from the Education and Training Acct 007-41128-501, and \$1,586.08 to be paid from the Travel Acct 007-41128-502 for lodging (\$1,046.08), per diem (\$280.00) and mileage (\$260.00).) – **Birkbeck made a motion to approve funds in the amount of \$2,236.08 requested by the ETSB Coordinator for two (2) T/Cs to attend a MABAS Conference in Bloomington, IL, February 19 – 21, 2025. (If approved, \$650.00 to be paid from the Education and Training Acct 007-41128-501, and \$1,586.08 to be paid from the Travel Acct 007-41128-502 for lodging (\$1,046.08), per diem (\$280.00) and mileage (\$260.00).) Seconded by Allendorf and motion carried following a roll call vote resulting in all Ayes.**
- C. Discussion and possible action on approving funds in the amount of \$2,249.53 requested by the ETSB Coordinator to attend the '9-1-1 Goes to Washington' conference in Washington DC, February 23 – 26, 2025. (If approved, \$430.00 to be paid from the Education and Training Acct 007-41128-501, and \$1,819.53 to be paid from the Travel Acct 007-41128-502 for lodging (\$1,046.53), per diem (\$205.00) and Airfare, parking at O'Hare and travel from the Washington DC airport to the venue (\$568.00).) – **Kimball made a motion to approve funds in the amount of \$2,249.53 requested by the ETSB Coordinator to attend the '9-1-1 Goes to Washington' conference in Washington DC, February 23 – 26, 2025. (If approved, \$430.00 to be paid from the Education and Training Acct 007-41128-501, and \$1,819.53 to be paid from the Travel Acct 007-41128-502 for lodging (\$1,046.53), per diem (\$205.00) and Airfare, parking at O'Hare and travel from the Washington DC airport to the venue (\$568.00).) Seconded by Wood and motion carried following a roll call vote resulting in all Ayes.**
- D. Discussion and possible action on approving funds in the amount of \$11,459.10 to be paid to Dell Technologies from the 2025 Equipment Acct 007-41128-810, to replace three (3) aging and outdated computer workstations at the PSAP. (Note: ETSB approved the purchase in the FY2025 budget, but the final cost is approximately \$1,000 over what was budgeted.) – **Kimball made a motion to approve funds in the amount of \$11,459.10 to be paid to Dell Technologies from the 2025 Equipment Acct 007-41128-810, to replace three (3) aging and outdated computer workstations at the PSAP. (Note: ETSB approved the purchase in the FY2025 budget, but the final cost is approximately \$1,000 over what was budgeted.) Seconded by Wood and motion carried following a roll call vote resulting in all Ayes.**
- E. Discussion and possible action on approving a request for a Line Item Transfer of \$27,330.25 of unencumbered funds from the ETSB Interfund Transfer Acct, 007-41128-990, to the Equipment Acct 007-41128-810, to pay RGB Spectrum for an equipment purchase. (Note: ETSB made a recommendation for the approval of the purchase to the Law Enforcement & Courts Committee for consideration, which was subsequently recommended to and approved by the County Board on 12/12/2023.) - **Kimball made a motion to approve a request for a Line Item Transfer of \$27,330.25 of unencumbered funds from the ETSB Interfund Transfer Acct, 007-41128-990, to the Equipment Acct 007-41128-810, to pay RGB Spectrum for an equipment purchase. (Note: ETSB made a recommendation for the approval of the purchase to the Law Enforcement & Courts Committee for consideration, which was subsequently recommended to and approved by the County Board on 12/12/2023.) Seconded by Allendorf and motion carried following a roll call vote resulting in all Ayes.**

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: None.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:24 p.m. following a voice vote resulting in all Ayes.

Next meeting date is Wednesday, Wednesday, January 8, 2025 at 7:00 p.m. in the Jo Daviess County Sheriff's Conference Room.