

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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MINUTES FOR THE REGULAR MEETING OF FEBRUARY 1, 2023

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, Jeff Wood, Helen Kilgore and Dianne Allendorf were physically present. Steve Birkbeck, Kevin Stewart and Lucas Bourquin were present electronically.

Board Members Absent: none.

Others Present: Sgt. Amy Gonzalez was physically present.
Tessa Moore was present electronically.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The January 4, 2023 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: December financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for January 2023 is \$8,849.83. **Helen Kilgore made a motion to approve the accounts payable claims for January in the amount of \$8,849.83. Motion was seconded by Jeff Wood and motion carried by voice vote. Ayes - 7: Bill Kimball, Jeff Wood, Lucas Bourquin, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays - 0. Absent - 0.**

REPORTS:

- A. Sheriff's Report:** Sgt. Gonzalez noted that we have signed off on our notice to proceed with Motorola to start acquiring Starcom equipment. We should have more information by the next meeting.
- B. Coordinator's Report:** Sgt. Gonzalez reported that things are going a little faster with the Solacom issue. There was a conference call with their VP and our attorney, and others from the region. There were two technicians that came out for three full days going over the entire system. It seems that things are starting to get rectified at this point. They found issues with the equipment and the way it was installed. That has since been identified and taken care of. NINGA came up with a 30/60/90 day action plan. If Solacom can complete everything in these actions, we will start submitting payment again. Gonzalez also noted that they are now fully staffed.
- C. Assistant Coordinator's Report:** None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Discussion and possible action on approving investing \$500,000 of ETSB funds into a 13-month CD at First Community Bank of Galena at a rate of 4.25%: Bill Kimball made a motion to approve the investing of \$500,000 of ETSB funds into a 13-month CD at First Community Bank of Galena at a rate of 4.25%. Motion was seconded by Helen Kilgore and motion carried. Ayes - 7: Bill Kimball, Jeff Wood, Lucas Bourquin, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays - 0. Absent – 0.
- B. Discussion and possible action on approving funds in the amount of \$439.96 from the ETSB Equipment Account (007-41128-810) to purchase 4 wireless keyboards: Bill Kimball made a motion to approve funds in the amount of \$439.96 from the ETSB Equipment Account (007-41128-810) to purchase 4 wireless keyboards. Motion was seconded by Dianne Allendorf and motion carried. Ayes – 7: Bill Kimball, Jeff Wood, Lucas Bourquin, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 0.
- C. Discussion and possible action on approving funds in the amount of \$5,250 from the ETSB Equipment Account (007-41128-810) to purchase and install the Power FTO Subscription software from Power DMS to streamline the communication training process, and to store training records and observations: No action taken.
- D. Discussion and possible action on approving funds in an amount not to exceed \$7,600 for the ETSB Coordinator, Sgt. Gonzalez, and two dispatchers to attend the Motorola/Spillman Summit Training Conference in Orlando, Florida, April 9-14, 2023. (Note: \$3,150 registration fee to be paid from the Education and Training Acct, 007-41128-501, and an amount not to exceed the \$4,450 to be paid from Travel Expense Account, 007-41128-502 for hotel, airfare, ground transportation, baggage fees, parking and meals.): Bill Kimball made a motion to approve funds in an amount not to exceed \$7,600 for the ETSB Coordinator, Sgt. Gonzalez, and two dispatchers to attend the Motorola/Spillman Summit Training Conference in Orlando, Florida, April 9-14, 2023. (Note: \$3,150 registration fee to be paid from the Education and Training Acct, 007-41128-501, and an amount not to exceed the \$4,450 to be paid from Travel Expense Account, 007-41128-502 for hotel, airfare, ground transportation, baggage fees, parking and meals.) Seconded by and motion carried by voice vote. Ayes – 7: Bill Kimball, Jeff Wood, Lucas Bourquin, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 0.

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: Wood asked about emergency purchases and what the guidelines are. Kimball stated that anything up to \$1,000 can be approved by himself. Kimball also asked about the Emergency Disaster Declaration ending in Illinois and what that means for future meetings. Moore said it is ending on May 11, 2023, which means that any members will not be able to vote via Zoom once the Declaration ends.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:31 p.m. following a motion made by Dianne Allendorf and seconded by Helen Kilgore. Motion carried by voice vote. Ayes – 7: Bill Kimball, Jeff Wood, Lucas Bourquin, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 0.

Next meeting date is Wednesday, March 1, 2023 in the Jo Daviess County Sheriff's Conference Room.