

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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MINUTES FOR THE REGULAR MEETING OF FEBRUARY 2, 2022

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by the Chairman 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 was physically present. Dianne Allendorf, Helen Kilgore, and Steve Birkbeck were present electronically.

Board Members Absent: Michael Staver, Kevin Stewart, and Jeff Wood.

Others Present: Sgt. Amy Gonzalez was physically present. Stacy Meade was present electronically.

A quorum was established.

PUBLIC COMMENTS: None

CORRESPONDENCE: None

LEGISLATION: None

MEETING MINUTES: The December 1, 2021 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 December 2021 is \$3,846.91. **Helen Kilgore made a motion to approve the accounts payable claims for December in the amount of \$3,846.91. Motion was seconded by Dianne Allendorf and motion carried. Ayes - 4: Bill Kimball, Dianne Allendorf, Helen Kilgore, and Steve Birkbeck. Nays - 0. Absent - 3**

January 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 2022 is \$7,911.75. **Steve Birkbeck made a motion to approve the accounts payable claims for January in the amount of \$7,911.75. Motion was seconded by Dianne Allendorf and motion carried. Ayes - 4: Bill Kimball, Dianne Allendorf, Helen Kilgore, and Steve Birkbeck. Nays - 0. Absent - 3**

REPORTS:

- A. Sheriff's Report:** Sheriff Turner was not present at the meeting. Sgt. Amy Gonzalez reported on his behalf, Sheriff has met with a sales representative to upgrade the Starcom radio system. Gonzalez stated that he will be moving forward with this upgrade starting with law enforcement agencies to phase one. Bill Kimball reported that Sheriff Turner notified him and advised there will be a replacement generator purchased for the courthouse.
- B. Coordinator's Report:** Sgt. Amy Gonzalez reported that phase one of the NG911 Project has been completed. Phase two, including text to 911 features, is scheduled to be completed by May 2022. Sgt. Gonzalez advised there are currently funds in the amount of \$104,000 left to be reimbursed from the State for the NG911 project. She is finishing up the grant reporting and submitting receipts to the state. Sgt. Gonzalez stated that the light displays for

the dispatch consoles have been installed. The lights help limit distractions and eliminate any possible feedback being communicated to the emergency responders.

C. **Assistant Coordinator's Report:** None at this time.

UNFINISHED BUSINESS:

NEW BUSINESS:

- A. Discussion and possible action on approving funds in the amount of \$640 for two dispatchers to attend the MABAS Dispatcher Training Summit at Bloomington-Normal Marriott Hotel and Conference Center February, 23-25, 2022. (Note: \$500 Registration fee – includes conference, lodging, and some meals) for two dispatchers to be paid from Education and Training Account, 007-41128-501, \$140 for meals to be paid from Travel Expense Account, 007-41128-502 and a department vehicle to be used for transportation. Sgt. Amy Gonzalez discussed this training summit would be a great refresher for the dispatchers. This would help with continued communication with the fire departments. **Bill Kimball made a motion to approve funds in the amount of \$640 for two dispatchers to attend the MABAS Dispatcher Training Summit at Bloomington-Normal Marriott Hotel and Conference Center February, 23-25, 2022. \$500 registration fee for two dispatchers to be paid Education and Training Account, 007-41128-501, \$140 for meals to be paid from Travel Expense Account, 007-41128-502 and a department vehicle to be used for transportation. Motion was seconded by Helen Kilgore and motion carried. Ayes - 4: Bill Kimball, Dianne Allendorf, Helen Kilgore, and Steve Birkbeck. Nays - 0. Absent - 3**
- B. Discussion and possible action on approving the purchase of two mobile pedestals for the dispatch consoles from Evans Console Corporation, manufacturers of our current consoles, at a cost of \$3,679.39 from the Equipment Account, 007-41128-810. Sgt. Gonzalez discussed that these consoles would help with storage and provide a much cleaner look. Gonzalez also added that the consoles are very durable. **Bill Kimball made a motion to approve the purchase of two mobile pedestals for the dispatch consoles from Evans Console Corporation, manufacturers of our current consoles, at a cost of \$3,679.39 from the Equipment Account, 007-41128-810. Motion was seconded by Dianne Allendorf and motion carried. Ayes - 4: Bill Kimball, Dianne Allendorf, Helen Kilgore, and Steve Birkbeck. Nays - 0. Absent - 3**
- C. Discussion and possible action on approving funds in the amount of \$5,657.60 from the Professional Service Account, (007-41128-702), for payment to Comtech Solacom Technologies Inc. for NG-911 Service per our agreement. (Note: Sept 21 prorated from go-live dated at a cost of \$353.60, \$1,326 per month for October 2021, November 2021, December 2021 and January 2022.) Sgt. Gonzalez explained that this expense is covered by a grant repayment from the State. Once the text to 911 is completed (expected phase complete in May of 2022) the bill will go up roughly \$70 a month for that service. **Bill Kimball made a motion to approve funds in the amount of \$5,657.60 from the Professional Service Account, (007-41128-702) for payment to Comtech Solacom Technologies Inc. for NG-911 Service per our agreement. Motion was seconded by Helen Kilgore and motion carried. Ayes - 4: Bill Kimball, Dianne Allendorf, Helen Kilgore, and Steve Birkbeck. Nays - 0. Absent - 3**

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: None.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:22 p.m. following a motion made by Bill Kimball and seconded by Helen Kilgore. Ayes - 4: Bill Kimball, Dianne Allendorf, Helen Kilgore and Steve Birkbeck. Nays - 0. Absent – 3.

Next meeting date is Wednesday, March 2, 2022 in the Jo Daviess County Sherriff's Conference Room.