

EMERGENCY TELEPHONE SYSTEM BOARD (ETSB) REPORT

CHAIRPERSON: Bill Kimball
DATE/TIME: February 5, 2025 at 7:00 p.m.
LOCATION: Jo Daviess County Sheriff's Conference Room
330 North Bench Street, Galena, Illinois



BOARD MEMBERS PRESENT: Bill Kimball, Jeff Wood, Dianne Allendorf, Helen Kilgore (Zoom) and Steve Birkbeck. There were no objections for Kilgore to appear and vote electronically.

OTHERS PRESENT: Tessa Moore (Zoom), Amy Gonzalez and Cory O'Brien.

1. **Call to Order:** Chairperson Bill Kimball called the meeting to order at 7:04 p.m.
2. **Public Comments:** None.
3. **Correspondence:** None.
4. **Legislation:** None.
5. **Minutes Approval:**
 - a) Minutes of the January 8, 2025 Emergency Telephone System Board (ETSB) meeting – The ETSB reviewed the minutes of the January 8, 2025 ETSB meeting. The minutes were filed as presented for audit.
6. **Financial Reports:** The December 2024 financial reports were reviewed. The financial statements were filed as presented to submit for audit. The total accounts payable claims for February 2025 are \$121,806.00. **Wood moved to approve the accounts payable claims for February 2025 in the amount of \$121,806.00. Seconded by Allendorf and the motion carried by a roll call vote resulting in all Ayes.**
7. **Reports:**
 - a) Sheriff's Report – None.
 - b) Coordinator's Report – Gonzalez reported that dispatcher Barnes has resigned and her last day is soon on the horizon. There will be another vacant position in Communications. She said that all three new computer towers are installed. Gonzalez will be taking a work trip to Washington D.C. soon. She also mentioned the 2024 ETSB Financial Reporting.
 - c) Assistant Coordinator's Report – Gonzalez reported that Assistant Coordinator Tom Lange has been working with and training the department's newest hire. Lange is waiting on information from a Motorola survey regarding the testing of radios.
8. **Unfinished Business:** None.
9. **New Business:**
 - a) Discussion and possible action on approving funds in the amount of \$1,083.94 requested by the ETSB Coordinator, for two (2) Telecommunicators to attend a free two-day workshop on "Active Attackers/Crisis Communications" in Normal, Illinois, March 13-14, 2025. If approved, the \$1,083.94 is to be paid from the ETSB Travel Account 007-41128-502 for lodging (\$607.44), per diem (\$210.00), and mileage (\$266.50) – Kilgore made a motion to approve funds in the amount of \$1,083.94 requested by the ETSB Coordinator, for two (2) Telecommunicators to attend a free two-day workshop on "Active Attackers/Crisis Communications" in Normal, Illinois, March 13-14, 2025. If approved, the \$1,083.94 is to be paid from the ETSB Travel Account 007-41128-502 for lodging (\$607.44), per diem (\$210.00), and mileage (\$266.50). Seconded by Birkbeck and the motion carried by a roll call vote resulting in all Ayes.

- b) Discussion and possible action on approving funds in the amount of \$900.00 to be paid to Motorola Solutions from the ETSB Training Account 007-41128-501, for the IT Specialist to attend the Spillman Admin Course, February 18-20, 2025, via a remote portal – **Kimball made a motion to approve funds in the amount of \$900.00 to be paid to Motorola Solutions from the ETSB Training Account 007-41128-501, for the IT Specialist to attend the Spillman Admin Course, February 18-20, 2025, via a remote portal. Seconded by Allendorf and the motion carried by a roll call vote resulting in all Ayes.**
- c) Discussion and possible action on approving funds in the amount of \$130.00 to be paid to Motorola Solutions from the ETSB Professional Service Account, 007-41128-702, to renew the Spillman Server Certificate – **Kimball made a motion to approve funds in the amount of \$130.00 to be paid to Motorola Solutions from the ETSB Professional Service Account, 007-41128-702, to renew the Spillman Server Certificate. Seconded by Birkbeck and the motion carried by a roll call vote resulting in all Ayes.**
- d) Discussion and possible action on approving funds in the amount of \$331.76 to be paid to GovConnection, Inc., from the ETSB Professional Service Account, 007-41128-702, to renew the Adobe Acrobat License. (Note: This is the ETSB portion of a renewal expense for Adobe that is shared with other County Departments) – **Birkbeck made a motion to approve funds in the amount of \$331.76 to be paid to GovConnection, Inc., from the ETSB Professional Service Account, 007-41128-702, to renew the Adobe Acrobat License. (Note: This is the ETSB portion of a renewal expense for Adobe that is shared with other County Departments). Seconded by Wood and the motion carried by a roll call vote resulting in all Ayes.**
- e) Discussion and possible action on approving funds in the amount of \$3,417.50 to be paid to Geisler Brothers from the ETSB Equipment Account, 007-41128-810, for the ETSB contribution to replace the AC unit in the server room. (Note: The total cost for replacement is \$8,085.00, with the Sheriff's Office contributing \$3,417.50 and the IT Department contributing \$1,250.00) – **Kimball made a motion to approve funds in the amount of \$3,417.50 to be paid to Geisler Brothers from the ETSB Equipment Account, 007-41128-810, for the ETSB contribution to replace the AC unit in the server room. (Note: The total cost for replacement is \$8,085.00, with the Sheriff's Office contributing \$3,417.50 and the IT Department contributing \$1,250.00). Seconded by Allendorf and the motion carried by a roll call vote resulting in all Ayes.**
- f) Discussion and possible action on approving funds in the amount of \$2,180.01 to be paid from the ETSB Equipment Account, 007-41128-810, for the IT Department to purchase miscellaneous equipment needed to complete the RGB Spectrum install – **Kimball made a motion to approve funds in the amount of \$2,180.01 to be paid from the ETSB Equipment Account, 007-41128-810, for the IT Department to purchase miscellaneous equipment needed to complete the RGB Spectrum install. Seconded by Kilgore and the motion carried by a roll call vote resulting in all Ayes.**
- g) Discussion and possible action on approving funds in the amount of \$1,390.00 to be paid to Westphal Electric from the ETSB Equipment Account, 007-41128-810, to install a 120-V circuit for two locations with two duplex receptacles in the server room needed for the RGB install – **Kimball made a motion to approve funds in the amount of \$1,390.00 to be paid to Westphal Electric from the ETSB Equipment Account, 007-41128-810, to install a 120-V circuit for two locations with two duplex receptacles in the server room needed for the RGB install. Seconded by Wood and the motion carried by a roll call vote resulting in all Ayes.**

10. Closed Session: None.

11. Board Member Concerns: None.

12. Public Comments: None.

13. Adjourn: Allendorf/Kilgore motioned to adjourn at 7:29 p.m. The motion carried by voice vote.

The next regular meeting will be held on Wednesday, March 5, 2025 at 7:00 p.m.