

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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MINUTES FOR THE REGULAR MEETING OF FEBRUARY 7, 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, Steve Birkbeck, Helen Kilgore, Kevin Stewart and Dianne Allendorf were all physically present.

Board Members Absent: Jeff Wood and Lucas Bourquin.

Others Present: Tessa Moore was present via Zoom.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The January 3, 2024 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: 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 February 2024 are \$15,220.66. **Kilgore moved to approve the accounts payable claims for February in the amount of \$15,220.66. Seconded by Allendorf and motion carried following a roll call vote resulting in all Ayes.**

REPORTS:

- A. **Sheriff's Report:** Sheriff Turner and Sgt. Gonzalez met with Starcom reps late last month to review the timeline for equipment acquisition. According to the Sheriff, they are scheduled to be awarded grant monies from LaHood's office in July of 2024 and plan on placing their order as soon as they have that cash in hand. The lead time on equipment has been trending between 15-20 weeks. Once the equipment is received, it will require programming/provisioning and installation, so realistically, they're looking at Winter/Spring 2025 to be up and running on the Starcom network.
- B. **Coordinator's Report:** Sgt. Gonzalez included in her report, that the end of year financial reporting has been completed and submitted to the State. They are fully staffed with 8 full-time T/C's and 3 part-time T/C's. They anticipate 2 openings at the end of June, due to retirements, so they're trying to get ahead of that by accepting applications now through February 16th. There will be a written test on February 24th. They are starting to look at video to 911 software. The NINGA group is not ready to move forward with it yet. Solacom video to 911 is not available yet, so Gonzalez reached out to Prepared 911 to schedule a demo. Prepared 911 offers limited use of the technology through a web portal and is currently used by both Grant and Dubuque Counties.

- C. **Assistant Coordinator's Report:** New hire Michelle Barnes, the lateral transfer from Carroll County, is doing well and anticipated to be released from training ahead of schedule next week. Tom Lange has renewed his CPR instructor license and will be conducting CPR refreshers for the entire Sheriff's Office at the next shift meetings later this month.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Discussion and possible action on approving funds in the amount of \$1,113.00 to be paid to PowerDMS from the ETSB Maintenance Service Acct (007-41128-701), for PowerPhone maintenance. **No Board action required as this expense was approved in the 2024 Budget and the payment was included and approved in the Accounts Payable Claims under Financial Reports.**
- B. Discussion and possible action on approving funds in the amount of \$1,485.00 to be paid to Evans Consoles, Inc., from the ETSB Maintenance Service Acct (007-41128-701), for the cleaning, disinfecting, inspection and maintenance of 3 PSAP consoles. **No Board action required as this expense was approved in the 2024 Budget and the payment was included and approved in the Accounts Payable Claims under Financial Reports.**
- C. Discussion and possible action on approving funds in the amount of \$4,500.00 to be paid to Datamaster from the ETSB Professional Service Acct (007-41128-702), for the Annual SpatialStation Software License. **No Board action required as this expense was approved in the 2024 Budget and the payment was included and approved in the Accounts Payable Claims under Financial Reports.**
- D. Discussion and possible action on approving funds in the amount of \$2,360.00 to be paid to Concept Seating from the ETSB Equipment Acct (007-41128-810), to purchase a new high-back chair for the PSAP. **Kilgore made a motion to approve funds in the amount of \$2,360.00 to be paid to Concept Seating from the ETSB Equipment Acct (007-41128-810), to purchase a new high-back chair for the PSAP. Seconded by Allendorf and motion carried following a roll call vote resulting in all Ayes.**
- E. Discussion and possible action on approving funds in the amount of \$7,001.17 for 3 representatives to attend the Annual Spillman User's Conference in Dallas, Texas, April 28-May 1. (Note: \$3,330.00 to be paid from the ETSB Training Acct (007-41128-501), for Conference Registration and \$3,671.17 to be paid from the ETSB Travel Acct (007-41128-502), for lodging, meals and transportation expenses.) **Birkbeck made a motion to approve funds in the amount of \$7,001.17 for 3 representatives to attend the Annual Spillman User's Conference in Dallas, Texas, April 28-May 1. (Note: \$3,330.00 to be paid from the ETSB Training Acct (007-41128-501), for Conference Registration, and \$3,671.17 to be paid from the ETSB Travel Acct (007-41128-502), for lodging, meals and transportation expenses.) Seconded by Kilgore and motion carried following a roll call vote resulting in all Ayes.**
- F. Discussion and possible action on approving funds in the amount of \$937.50 to be paid to NG-911/Solacom, from the ETSB Professional Service Acct (007-41128-702), for 50% of the Go Live install. **Kimball made a motion to approve funds in the amount of \$937.50 to be paid to NG-911/Solacom, from the ETSB Professional Service Acct (007-41128-702), for 50% of the Go Live install. 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 7:16 p.m. following a voice vote resulting in all Ayes.

Next meeting date is Wednesday, March 6, 2024, in the Jo Daviess County Sheriff's Conference Room.