EMERGENCY TELEPHONE SYSTEM BOARD (ETSB) REPORT

CHAIRPERSON: **Bill Kimball**
DATE/TIME: **April 2, 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, Dianne Allendorf, Helen Kilgore, Steve Birkbeck and Lucas Bourquin.

OTHERS PRESENT: Tessa Moore (Zoom), Amy Gonzalez, Cory O'Brien, and Ashley Forth from the City of Galena Police Department.

1. **Call to Order:** Chairperson Bill Kimball called the meeting to order at 7:00 p.m.
2. **Public Comments:** None.
3. **Correspondence:** None.
4. **Legislation:** None.
5. **Minutes Approval:**
   a) Minutes of the February 5, 2025 Emergency Telephone System Board (ETSB) meeting – **Kilgore/Allendorf motioned to approve the minutes of the February 5, 2025 ETSB meeting. The motion carried by roll call vote.**
6. **Financial Reports:** The Board reviewed the January and February 2025 financial reports. The financial statements were filed as presented to submit for audit. The total accounts payable claims for March 2025 were $10,109.28. **Kilgore/Bourquin motioned to approve the accounts payable claims for March 2025 in the amount of $10,109.28. The motion carried by roll call vote.** The total accounts payable claims for April 2025 are $15,576.02. **Birkbeck/Allendorf motioned to approve the accounts payable claims for April 2025 in the amount of $15,576.02. The motion carried by roll call vote.**
7. **Reports:**
   a) Sheriff's Report – None.
   b) Coordinator's Report – Coordinator Gonzalez updated the members with her monthly report.
   c) Assistant Coordinator's Report – None.
8. **Unfinished Business:** None.
9. **New Business:**
   a) Discussion and possible action on approving funds in the amount of $2,706.00 to purchase two chairs from X-Chair; one for the PSAP at a cost of $1,649.00 and one for the ETSB Coordinator's office at a cost of $1,057.00. (Note: If approved, funds for this purchase are to be paid from the ETSB Equipment Acct, 007-41128-810) – This item was removed from the agenda to allow for additional time to research.

   b) Discussion and possible action on approving funds in the amount of $8,643.08 for the ETSB Coordinator and one dispatcher to attend the NENA 2025 Conference and Expo at the Long Beach Convention Center, Long Beach, California, June 22 – June 26, 2025. (Note: If approved, $3,000.00 for conference registration is to be paid from the ETSB Education and Training Acct, 007-41128-501, and $5,643.08 for airfare, lodging, ground transportation/parking expenses, and per diem allowances are to be paid from the ETSB Travel Acct, 007-41128-502. In addition, one member has applied for a scholarship to attend, that, if approved, will pay the attendee's

$1,500.00 registration fee and provide a $1,500.00 travel stipend) – **Kimball/Birkbeck motioned to approve funds in the amount of $8,643.08 for the ETSB Coordinator and one dispatcher to attend the NENA 2025 Conference and Expo at the Long Beach Convention Center, Long Beach, California, June 22 – June 26, 2025. (Note: If approved, $3,000.00 for conference registration is to be paid from the ETSB Education and Training Acct, 007-41128-501, and $5,643.08 for airfare, lodging, ground transportation/parking expenses, and per diem allowances are to be paid from the ETSB Travel Acct, 007-41128-502. In addition, one member has applied for a scholarship to attend that, if approved, will pay the attendee's $1,500.00 registration fee and provide a $1,500.00 travel stipend.) The motion carried by roll call vote.**

c) Discussion and possible action to recommend the reappointment of Steve Birkbeck, a Scales Mound Fire Protection District Trustee, as a Public Safety Agency Representative to the Emergency Telephone System Board (ETSB) for a three-year term ending April 30, 2028 - Birkbeck informed the members of a correction and the motion reflected that correction. **Kimball/Allendorf motioned to recommend the reappointment of Steve Birkbeck, a firefighter/EMT, as a Public Safety Agency Representative to the Emergency Telephone System Board (ETSB) for a three-year term ending April 30, 2028. The motion carried by roll call vote.**

d) Discussion and possible action to recommend the reappointment of William Kimball as a Public Representative to the Emergency Telephone System Board (ETSB), and as ETSB Chairperson for a three-year term ending April 30, 2028 – **Kilgore/Bourquin motioned to recommend the reappointment of William Kimball as a Public Representative to the Emergency Telephone System Board (ETSB), and as ETSB Chairperson for a three-year term ending April 30, 2028. The motion carried by roll call vote.**

10. **Closed Session:** None.
11. **Board Member Concerns:** None.
12. **Public Comments:** None.
13. **Adjourn: Kimball/Bourquin motioned to adjourn at 7:19 p.m. The motion carried by voice vote.**

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