Jo Daviess County
Emergency Telephone System Board

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MINUTES FOR THE REGULAR MEETING OF April 5, 2023

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:06 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, Kevin Stewart, Steve Birkbeck and Dianne Allendorf were physically present. Helen Kilgore was present electronically.

Board Members Absent: Lucas Bourquin.
Others Present: Tom Lange and LaDon Trost were physically present.
Tessa Moore was present electronically.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: Tom Lange reported that Sgt. Gonzalez attended APCO/NENA joint town hall meeting to discuss proposed ETSB allowable expenditures. The attendees voted unanimously to oppose the allowable expenditures chart proposed by ISP and will be advocating to have the FCC guidelines on allowable expenditures included in the next revision of ETSA legislation.

MEETING MINUTES: The March 1, 2023 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: February financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for March 2023 is $17,053.20. **Jeff Wood made a motion to approve the accounts payable claims for March in the amount of $17,053.20. Motion was seconded by Dianne Allendorf and motion carried by voice vote. Ayes - 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays - 0. Absent – 1: Lucas Bourquin.**

REPORTS:

A. **Sheriff's Report:** None.

B. **Coordinator's Report:** Tom Lange, in Sgt. Gonzalez's absence, reported that NG-911 is scheduled to cut over to Phase 2 and will be starting that soon. Console maintenance went well and will be scheduled every two years.

C. **Assistant Coordinator's Report:** Tom Lange reported that the two newest T/C's have completed training and are now working as tele-communicators. They are doing well so far and are now gaining experience. We are fully staffed for the first time in over a year.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. Discussion and possible action on recommending to the County Board Chairperson that the County Board reappoint William Kimball to a two (2) year term on the ETSB as a Public Representative and that he be reappointed as ETSB Chairperson, effective May 1, 2023. **Bill Kimball made a motion to recommend to the County Board Chairperson that the County Board reappoint William Kimball to a two (2) year term on the ETSB as a Public Representative and that he be reappointed as ETSB Chairperson effective May 1, 2023. Seconded by Kevin Stewart and motion carried. Ayes - 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays - 0. Absent – 1: Lucas Bourquin.**

B. Discussion and possible action on recommending to the County Board Chairperson that the County Board reappoint Jeff Wood to a three (3) year term on the ETSB as a Public Representative, effective May 1, 2023. **Bill Kimball made a motion to recommend to the County Board Chairperson that the County Board reappoint Jeff Wood to a three (3) year term on the ETSB as a Public Representative, effective May 1, 2023. Seconded by Dianne Allendorf and motion carried. Ayes – 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 1: Lucas Bourquin.**

C. Discussion and possible action on recommending to the County Board Chairperson that the County Board reappoint Lucas Bourquin, Warren EMS Coordinator, to a one (1) year term on the ETSB as a Public Safety Agency Representative, effective May 1, 2023. **Bill Kimball made a motion to recommend to the County Board Chairperson that the County Board reappoint Lucas Bourquin, Warren EMS Coordinator, to a one (1) year term on the ETSB as a Public Safety Agency Representative, effective May 1, 2023. Seconded by Steve Birkbeck and motion carried. Ayes – 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 1: Lucas Bourquin.**

D. Discussion and possible action on approving funds in the amount of $366.74 for two (2) T/C's to attend Critical Incident Training (CIT) at Peoria, Illinois, March 31, 2023. (Note: There is no charge for the training but it will require one (1) night's shared room lodging at $226.74 and $140.00 for meals. County Vehicle to be used for travel.) **Bill Kimball made a motion to approve funds in the amount of $366.74 for two (2) T/C's to attend Critical Incident Training (CIT) at Peoria, Illinois, March 31, 2023. (Note: There is no charge for the training but it will require one (1) night's shared room lodging at $226.74 and $140.00 for meals. County Vehicle to be used for travel). Seconded by Jeff Wood and motion carried. Ayes – 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 1: Lucas Bourquin.**

E. Discussion and possible action on approving funds in the amount of $526.44 for two (2) T/C's to attend Critical Incident Training (CIT) at Peru, Illinois, May 16, 2023. (Note: There is no charge for the training but it will require one (1) night's lodging for each T/C for a total of $386.44 and $140.00 for meals. County vehicle to be used for travel.) **Bill Kimball made a motion to approve funds in the amount of $526.44 for two (2) T/C's to attend Critical Incident Training (CIT) at Peru, Illinois, May 16, 2023. (Note: There is not charge for the training but it will require one (1) night's lodging for each T/C for a total of $386.44 and $140.00 for meals. County vehicle to be used for travel.) Seconded by Dianne Allendorf and motion carried. Ayes – 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 1: Lucas Bourquin.**

F. Discussion and possible action on approving funds in an amount of $4,800.00 for ETSB Coordinator Sgt. Gonzalez and T/C Knautz to attend the NENA conference at Grapevine, TX, June 19-22, 2023. (Note: $1,325 registration fee to be paid from the Education and Training Acct, 007-41128-501, and an amount not to exceed $3,475 to be paid from Travel Expense Acct, 007-41128-502 for airfare, lodging, ground transportation, baggage fees, parking and meals.) **Bill Kimball made a motion to approve funds in the amount of $4,800.00 for ETSB Coordinator Sgt. Gonzalez and T/C Knautz to attend the NENA conference at Grapevine, TX, June 19-22, 2023. (Note: $1,325 registration fee to be paid from the Education and Training Acct, 007-41128-501, and an amount not to exceed $3,475 to be paid from Travel Expense Acct, 007-41128-502 for airfare, lodging, ground transportation, baggage fees, parking and meals.) Seconded by Steve Birkbeck and motion carried. Ayes – 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 1: Lucas Bourquin.**

G. Discussion and possible action on recommending to the Law Enforcement and Courts Committee that they approve a request from the ETSB to purchase Flex Server Migration and GIS Server Migration software from Motorola at a cost of $14,826.90 to ensure our Spillman programs continue to function operationally and securely. (Note: This expense was not budgeted in the 2023 budget, but it is highly recommended by IT and the ETSB has sufficient funds available to complete the purchase.) **LaDon Trost, County Board Chairperson, informed the members that they could forward this to the County Board and bypass the Law Enforcement and Courts Committee. There was some brief discussion regarding where to forward the recommendation to. Bill Kimball made a motion to recommend to the County Board, that they approve a request from the ETSB to purchase Flex Server Migration and GIS Server Migration software from Motorola at a cost of $14,826.90 to ensure our Spillman programs continue to function operationally and securely. (Note: This expense was not budgeted in the 2023 budget, but it is highly recommended by IT and the ETSB has sufficient funds available to complete the purchase.) Seconded by Jeff Wood and motion carried. Ayes – 6: Bill Kimball, Jeff Wood, Helen Kilgore, Steve Birkbeck, Kevin Stewart and Dianne Allendorf. Nays – 0. Absent – 1: Lucas Bourquin.**

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: Stewart commented that he had spoken to Congressman Darin LaHood about getting some funds to pay for Starcom. He said that he and a couple other towns had written letters as well. If they can make this happen, he's thinking they can pay for the full amount for all of the agencies, including the Sheriff's Department, which is around $1.2 million. Sometime in April we will find out if we get to go to the next stage, and then sometime in May we should get the word on what will be happening with it all. It doesn't include Fire or EMS, just Law Enforcement. Stewart said it sounds very promising. Kimball commented on the memo he had sent the Board on amending the ETSB By-Laws. More to come on that in May. He also reminded everyone to complete their Statement of Economic Interest by May 1st, and the ETSB will conduct elections for Secretary and Vice-Chair at the May meeting.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:39 p.m. following a voice vote resulting in all ayes.

Next meeting date is Wednesday, May 3, 2023, in the Jo Daviess County Sheriff's Conference Room.