

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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MINUTES FOR THE REGULAR MEETING OF APRIL 6, 2022

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:01 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Helen Kilgore, Steve Birkbeck, Dianne Allendorf, Jeff Wood, and Kevin Stewart

Board Members Absent: Michael Staver

Others Present: Sgt. Amy Gonzalez and Lucas Bourquin were physically present.
Brandon Behlke, Don Hill and Stacy Meade were present electronically.

A quorum was established.

PUBLIC COMMENTS: None

CORRESPONDENCE: None

LEGISLATION: None

MEETING MINUTES: The March 2, 2022 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: March 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 2022 is \$25,624.16. **Helen Kilgore made a motion to approve the accounts payable claims for March in the amount of \$25,624.16. Motion was seconded by Kevin Stewart and motion carried.**

REPORTS:

A. Sheriff's Report: None at this time.

B. Coordinator's Report: Sgt. Amy Gonzalez reported all the open tickets have been closed on the Phase One NG911. The last tickets were regarding how information is presented on the 911 screen. Now we are ready for Phase Two which is estimated to start in July. This involves being cut over to the state network. The text message feature will be ready after Phase Two is completed. Sgt. Gonzalez stated she is currently making travel arrangements for the Motorola Summit in Orlando at the end of this month.

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

UNFINISHED BUSINESS:

NEW BUSINESS:

- A.** Discussion and possible action on recommending the County Board reappoint Steve Birkbeck, a Scales Mound Fire Protection District Firefighter, to a 3 year term as a Public Safety Agency representative on the

ETSB. Bill Kimball made a motion to approve recommending the County Board reappoint Steve Birkbeck, a Scales Mound Fire Protection District Firefighter, to a 3 year term as a Public Safety Agency representative on the ETSB. Motion was seconded by Jeff Wood and motion carried.

- B. Discussion and possible action on accepting the verbal resignation of Michael Staver from the ETSB and recommending the County Board accept the resignation. Bill Kimball made a motion to accept the verbal resignation of Michael Staver from the ETSB and recommend the County Board accept the resignation. Motion was seconded by Steve Birkbeck and motion carried.
- C. Discussion and possible action on recommending the County Board appoint Lucas Bourquin, Warren EMS Coordinator, to a 3 year term as a Public Safety Agency Representative on the ETSB replacing Michael Staver. Bill Kimball made a motion to recommend the County Board appoint Lucas Bourquin, Warren EMS Coordinator, to a 3 year term as a Public Safety Agency Representative on the ETSB replacing Michael Staver. Motion was seconded by Kevin Stewart and motion carried.
- D. Discussion and possible action on approving the Second Amendment to the original 911 Service Agreement with NG-911, Inc, that increases the one-time credit to the Jo Daviess County ETSB from \$5,555.55 to \$6,250.00. Bill Kimball made a motion to approve the Second Amendment to the original 911 Service Agreement with NG-911, Inc. that increases the one-time credit to the Jo Daviess County ETSB from \$5,555.55 to \$6,250.00. Motion was seconded by Jeff Wood and motion carried.
- E. Discussion and possible action on approving funds in the amount of \$580.00 from the ETSB Equipment Account (007-41128-810) to pay Comelec to renew the FCC license fees that enables the PSAP to transmit 911 public safety calls to the appropriate public safety agency for response. The total invoice is \$1,160.00 with the ETSB paying 50% and the Sheriff's Office paying 50%. Bill Kimball made a motion to approve funds in the amount of \$580.00 from the ETSB Equipment Account (007-41128-810) to pay Comelec to renew the FCC license fees that enables the PSAP to transmit 911 public safety calls to the appropriate public safety agency for response. The total invoice is \$1,160.00 with ETSB paying 50% and the Sheriff's Office paying 50%. Motion was seconded by Helen Kilgore and motion carried.

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: Bill Kimball reminded the board that the statement of economic interest is due May 1st. There will be a fine assessed after May 1st. After May 15th the fine is \$100 per day. Don Hill, County Board Chair, stated that he will honor the verbal resignation of Michael Staver and the appointment of Lucas Bourquin.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:24 p.m. following a motion made by Dianne Allendorf and seconded by Helen Kilgore.

Next meeting date is Wednesday, May 4, 2022 in the Jo Daviess County Sheriff's Conference Room.