EMERGENCY TELEPHONE SYSTEM BOARD (ETSB) REPORT

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

JO DAVIESS COUNTY 911
COMMUNICATIONS
LAW*FIRE*EMS

BOARD MEMBERS PRESENT: Bill Kimball, Jeff Wood, Dianne Allendorf, Helen Kilgore, and Steve Birkbeck
BOARD MEMBERS ABSENT: Lucas Bourquin
OTHERS PRESENT: Tessa Moore (via Zoom), Amy Gonzalez, and Cory O'Brien.

1. **Call to Order:** Chairperson Bill Kimball called the meeting to order at 7:00 p.m.
2. **Public Comments:** No public comments were received.
3. **Correspondence:** No correspondence was reported.
4. **Legislation:** Coordinator Amy Gonzalez reported that the Emergency Telephone System Act (ETSA) is currently under review at the state level and remains an active legislative priority.
5. **Minutes Approval:**
   a) Minutes of the April 2, 2025 Emergency Telephone System Board (ETSB) meeting – **The Board reviewed the draft minutes of the April 2, 2025 ETSB meeting. The minutes were accepted as presented and filed for audit.**
6. **Financial Reports:** The Board reviewed the financial statements for March 2025, which were filed as presented for audit. Chairperson Kimball reported that a Certificate of Deposit (CD) held by the Board had matured and was subsequently reinvested in a new 7-month CD at an interest rate of 4.13%. He also noted that the upcoming budget cycle will begin soon, with no major changes anticipated compared to the current fiscal year. Total accounts payable claims for May 2025 amounted to $9,648.87. **Kilgore/Allendorf motioned to approve the accounts payable claims for May 2025 in the amount of $9,648.87. The motion carried by roll call vote.**
7. **Reports:**
   a) Sheriff's Report – No report was provided.
   b) Coordinator's Report – Coordinator Gonzalez provided the following updates: The RGB Spectrum project is progressing well. She noted that dispatch operations will benefit from reduced hardware, transitioning from three sets of keyboards and mice to a single integrated system. There are current staffing vacancies; however, a new Telecommunicator is scheduled to begin on May 18, 2025. In response to a question from Kilgore regarding desk chairs, Kimball explained that the Board has implemented an annual budget allocation for the replacement of one desk chair each year. The Starcom project is currently prioritized over the console project, as it was scheduled for earlier implementation. Gonzalez announced that a dispatcher has been awarded a full scholarship to attend the NENA 2025 Conference in California. The $3,000 scholarship includes $1,500 for registration and $1,500 for travel expenses.
   c) Assistant Coordinator's Report – Assistant Coordinator Lange was not in attendance; however, Gonzalez confirmed his retirement is quickly approaching, which will be in February of 2026.
8. **Unfinished Business:** None.
9. **New Business:**

a) Discussion and possible action on approving funds in the amount of $506.91 to be paid from the ETSB Equipment Acct, 007-41128-810 for the purchase of miscellaneous equipment items identified by the IT Dept needed for installation of the RGB Spectrum project components – **Kimball/Wood motioned to approve funds in the amount of $506.91 to be paid from the ETSB Equipment Acct, 007-41128-810 for the purchase of miscellaneous equipment items identified by the IT Dept needed for installation of the RGB Spectrum project components. The motion carried by roll call vote.**

b) Discussion and possible action to elect the ETSB Vice-Chairman: The Emergency Telephone System Board By-Laws, Article III: Members and Officers, Section 2 requires that the Vice-Chairperson be elected annually by a majority of the ETSB. Such election shall occur each May with the new officers commencing June 1 of the same year – **Kimball nominated Jeff Wood for Vice-Chairperson. With no other nominations, Kimball/Allendorf motioned to close nominations and elect Jeff Wood as Vice-Chairperson by acclamation. The motioned carried by voice vote.**

c) Discussion and possible action to elect the ETSB Secretary: The Emergency Telephone System Board By-Laws, Article III: Members and Officers, Section 2 requires that the Secretary be elected annually by a majority of the ETSB. Such election shall occur each May with the new officers commencing June 1 of the same year – **Kimball nominated Helen Kilgore for Secretary. With no other nominations, Birkbeck/Allendorf motioned to close nominations and elect Helen Kilgore as ETSB Secretary by acclamation. The motion carried by voice vote.**

10. **Closed Session:** None.

11. **Board Member Concerns:** Birkbeck reported that EMS services in his district are anticipating the arrival of a third ambulance in the near future. Chairperson Kimball announced his intent to resign from the ETSB effective August 2025. He expressed appreciation for the dedication of the Board and shared his admiration for its progress during his tenure. Allendorf remarked that Kimball's presence and leadership will be greatly missed. Kimball also reported that he had spoken with County Board Chairperson Trost and provided a recommendation for his successor.

12. **Public Comments:** Tessa Moore expressed appreciation for the opportunity to work with Kimball during her nearly three-year tenure at the County.

13. **Adjourn: Kilgore/Birkbeck motioned to adjourn at 7:24 p.m. The motion carried by voice vote.**

The next regular meeting will be held on Wednesday, June 4, 2025 at 7:00 p.m.