# Jo Daviess County
# Emergency Telephone System Board

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## MINUTES FOR THE REGULAR MEETING OF October 4, 2023

**CALL TO ORDER:** The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:03 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

**ROLL CALL:** Board Members Present: Bill Kimball, Dianne Allendorf, Kevin Stewart, Steve Birkbeck and Lucas Bourquin. Lucas Bourquin was present via Zoom.

Board Members Absent: Jeff Wood and Helen Kilgore.
Others Present: Amy Gonzalez was physically present.
Tessa Moore was present via Zoom.

A quorum was established.

**PUBLIC COMMENTS:** None.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**MEETING MINUTES:** The August 2, 2023 Regular Meeting minutes were filed for audit as presented.

**FINANCIAL REPORTS:** August and September financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for August 2023 is $9,758.33. **Dianne Allendorf moved to approve the accounts payable claims for August in the amount of $9,758.33. Seconded by Kevin Stewart and motion carried by roll call vote.** The total accounts payable claims for September 2023 is $51,958.95. **Kevin Stewart moved to approve the accounts payable claims for September in the amount of $51,958.95. Seconded by Steve Birkbeck and motion carried by roll call vote.**

**REPORTS:**

A. **Sheriff's Report:** Sgt. Gonzalez reported on behalf of Sheriff Turner, that the generator project has been completed.

B. **Coordinator's Report:** Sgt. Gonzalez updated the board on the NG-911 System. We are now fully functional on the Next-Gen system. Text-to-911 is still working well. The PSAP IT Specialist position now has a paygrade assigned to it and it will go to the County Board in the next month or so. At that time, we will be ready to post the position and hire someone. This next week will be the Spillman Midwest Conference. Three employees are attending.

C. **Assistant Coordinator's Report:** There was nothing to report at this time.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

A. Discussion and possible action on final approval of the following amendment to Article III, Section 3.(a) of the ETSB By-Laws: *Purchasing Power: The Chairperson shall possess the authority to approve up to ~~One Thousand Dollars ($1,000)~~ Three-Thousand Dollars ($3,000), when the decision of expenditure is necessary before the next regular meeting of the ETSB.* (Note: This amendment was previously approved by the ETSB and subsequently approved by the Law and Courts Committee and the County Board. The amended By-Laws document requires the original signature of each ETSB Member.) **No action was taken. The amended By-Laws document requires the original signature of each ETSB Member.**

B. Discussion and possible action on a request from the ETSB Coordinator to approve funds in an amount not to exceed $389.00 for one T/C to attend a Tactical Dispatch Training Class in Middleton, Wisconsin during late September, 2023. (Note: The $239.00 Registration Fee to be paid from the Education and Training Acct. 007-41128-501 and $150.00 for mileage and meals to be paid from the Travel Acct. 007-41128-502. (Note: Due to timing constraints, this request was previously approved by the ETSB Chair as an emergency expenditure.) **Bill Kimball made a motion to approve a request from the ETSB Coordinator to approve funds in an amount not to exceed $389.00 for one T/C to attend a Tactical Dispatch Training Class in Middleton, Wisconsin during late September, 2023. (Note: The $239.00 Registration Fee to be paid from the Education and Training Acct. 007-41128-501 and $150.00 for mileage and meals to be paid from the Travel Acct. 007-41128-502. (Note: Due to timing constraints, this request was previously approved by the ETSB Chair as an emergency expenditure.) Seconded by Dianne Allendorf and motion carried following a roll call vote resulting in all ayes.**

C. Discussion and possible action on approving the renewal of a $400,000.00 +interest CD at the prevailing interest rate with First Community Bank of Galena that matures on October 17, 2023. **Bill Kimball made a motion to approve the renewal of a $400,000.00 +interest CD at the prevailing interest rate with First Community Bank of Galena that matures on October 17, 2023. Seconded by Kevin Stewart and motion carried following a roll call vote resulting in all ayes.**

D. Discussion and possible action on approving funds in the amount of $1,875.00 for a quote from Solacom for reconfiguration of a port on our digibox to allow 9-1-1 info to be transmitted to Rapid SOS premium, with $1,300.00 to be paid from Equipment Acct 007-41128-810 and $575.00 to be paid from Professional Service Acct 007-41128-702. **Bill Kimball made a motion to approve funds in the amount of $1,875.00 for a quote from Solacom for reconfiguration of a port on our digibox to allow 9-1-1 info to be transmitted to Rapid SOS premium, with $1,300.00 to be paid from Equipment Acct 007-41128-810 and $575.00 to be paid from Professional Service Acct 007-41128-702. Seconded by Steve Birkbeck and motion carried following a roll call vote resulting in all ayes.**

E. Discussion and possible action on approving funds in the amount of $877.39 to be paid to Motorola Solutions from the Maintenance Service Acct 007-41128-701 for maintenance on the Motorola CAD/Power Phone interface. **Bill Kimball made a motion to approve funds in the amount of $877.39 to be paid to Motorola Solutions from the Maintenance Service Acct 007-41128-701 for maintenance on the Motorola CAD/Power Phone interface. Seconded by Kevin Stewart and motion carried following a roll call vote resulting in all ayes.**

F. Discussion and possible action on approving funds in the amount of $1,192.61 for 3 T/Cs to attend the Motorola Flex Midwest User Group Conference in Schaumberg, Il from Oct 3-5, 2023. (Note: Registration is free and expenses for meals and lodging to be paid from the Travel Acct 007-41128-502. Expenditure approved in the 2023 ETSB Budget.) **No action was needed.**

G. Discussion and possible action on approving funds in the amount of $47,123.00 to be paid to Genesis Power from the Equipment Acct. 007-41128-810 for replacing the generator at the County Bldg. This expenditure was approved in the 2023 Budget. (Note: Total cost of replacement was $94,246.00 split 50/50 between the Sheriff's Dept. and the ETSB.) **No action was needed.**

H. Discussion and possible action on exploring whether to lease equipment for RGB Spectrum to upgrade the PSAP. Sgt. Gonzalez will provide details regarding the upgrade at our meeting. **Bill Kimball made a recommendation to forward to the Law & Courts Committee, a possibility to explore whether to lease**

**equipment for RGB Spectrum to upgrade the PSAP. Seconded by Dianne 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 7:37 p.m. following a voice vote resulting in all ayes.

Next meeting date is Wednesday, November 1st, 2023, in the Jo Daviess County Sheriff's Conference Room.