

**JO DAVIESS COUNTY
EMERGENCY TELEPHONE SYSTEM BOARD (ETSB)
MEETING MINUTES
SEPTEMBER 2, 2026**

I. Call to Order

Emergency Telephone System Board Chairperson Jeff Wood called the meeting to order at 4:03 PM on Wednesday, September 2, 2026, in the Jo Daviess County Sheriff's Office in Galena, Illinois.

II. Roll Call

Roll Call was answered as follows: Present – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Present: 6. Present electronically: 0. Absent – Lucas Bourquin. Absent: 1.

Others present - County Board Chairperson LaDon Trost, ETSB Coordinator Sergeant Amy Gonzalez, Tessa Moore, and PSAP IT Technician Cory O'Brien. GIS/IT Director Joe Kratcha was present electronically.

III. Citizens' Comments

None.

IV. Correspondence

None.

V. Legislation

Sergeant Gonzalez informed the Board of two bills that are currently being proposed at the state level. HB4066 and SB2670. One of the bills is related to the state looking to increase telephone surcharges from \$1.50 to either \$2.50 or \$3.00. The other is in regards to CESSA implementation.

VI. Approval of Minutes

A motion to approve minutes of the July 1, 2026 Emergency Telephone System Board meeting was made by Dianne Allendorf and seconded by Ashley Forth. The motion carried by voice vote.

VII. Financial Reports (June & July 2026)

The balance sheets for the months of June and July 2026 were reviewed.

The revenues and expenditures for the months of June and July 2026 were reviewed.

The detail ledgers for the months of June and July 2026 were reviewed.

The combined detail ledgers for the months of June and July 2026 were reviewed.

The June and July 2026 budgets for reference were reviewed.

Interest income for the months of June and July 2026 were reviewed.

A motion to approve September 2026 Accounts Payable Claims in the amount of \$25,419.74 was made by Helen Kilgore and seconded by Kirk Raab. The motion carried by roll call vote. Ayes – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Ayes: 6. Nays: 0. Absent – Lucas Bourquin. Absent: 1.

The Accounts Payable claims for the months of July and August 2026 were included in the meeting packet. Those claims were already approved and paid, but the Board felt it appropriate to memorialize the final amounts for each month.

A motion to accept Accounts Payable Claims previously paid for the month of July 2026 in the amount of \$16,290.59 was made by Helen Kilgore and seconded by Kirk Raab. The motion carried by roll call vote. Ayes – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Ayes: 6. Nays: 0. Absent – Lucas Bourquin. Absent: 1.

A motion to accept Accounts Payable Claims previously paid for the month of August 2026 in the amount of \$77,515.97 was made by Helen Kilgore and seconded by Kirk Raab. The motion carried by roll call vote. Ayes – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Ayes: 6. Nays: 0. Absent – Lucas Bourquin. Absent: 1.

VIII. Reports

The Sheriff did not provide a report.

ETSB Coordinator Amy Gonzalez provided a short report for the Board. The telecommunications center is fully staffed with 8 full-time dispatchers, and 2 part-time dispatchers.

Gonzalez reported there are currently two employees that have shown interest in applying for the Assistant ETSB Coordinator position.

IX. Unfinished Business

There was no Unfinished Business.

X. New Business

Gonzalez reviewed the FY2027 ETSB Revenue & Expense Estimates provided in the meeting packet. While she doesn't anticipate expending the full amounts indicated in the budget for ETSB, she wanted to budget an appropriate amount in the event that there may be some very substantial changes to paging capabilities and equipment in the PSAP. The vendor the PSAP has utilized for many years has

become unavailable and while the change for standalone emergency services paging may not happen for some time, Gonzalez is unsure of an exact time frame as to when the changes will need to be implemented. The best option would cost upwards of \$2 million, and the alternative that she is looking into is around \$400,000. There was a memo with very detailed explanations on all the budgeted amounts that Chairperson Wood and Gonzalez will present at the Joint Committee Budget Review meeting with Law & Courts and Finance on September 14th. **A motion to approve the FY2027 ETSB Revenue & Expense Estimates as presented was made by Kirk Raab and seconded by Ashley Forth. The motion carried by roll call vote. Ayes – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Ayes: 6. Nays: 0. Absent – Lucas Bourquin. Absent: 1.**

Gonzalez included a detailed explanation in the meeting packet. The FY2026 budget included the expenses for 3 total attendees for the IPSTA Conference in Springfield this year, but the Education & Training and Travel Expense lines have more than enough remaining for the addition of one more attendee. **A motion to approve the ETSB Coordinator and 3 additional Telecommunicators (for a total of 4 attendees) to attend the Illinois Public Safety Telecommunicators Conference in Springfield, Illinois, October 18-21, 2026 as presented, with expenses at a cost not to exceed \$4,172.36 was made by Helen Kilgore and seconded by Dianne Allendorf. The motion carried by roll call vote. Ayes – Dianne Allendorf, Steve Birkbeck, Ashley Forth, Helen Kilgore, Kirk Raab, Jeff Wood. Ayes: 6. Nays: 0. Absent – Lucas Bourquin. Absent: 1.**

XI. Closed Session

There was no closed session.

XII. Possible Actions as a Result of Closed Session

XIII. Board Member Concerns

Chairperson Wood announced that a dedication ceremony for former Chairperson Bill Kimball would take place at 5:00 p.m. in the Sheriff's Office lobby. The ceremony will officially name the facility the William D. Kimball Telecommunications Center. Board members were invited to attend.

XIV. Citizens' Comments

There were no Citizens' Comments.

XV. Adjourn

A motion to adjourn was made at 4:32 PM by Steve Birkbeck and seconded by Dianne Allendorf. Motion carried by voice vote.

The next meeting is at 4:00 p.m. on Wednesday, October 7, 2026