



**Minutes of the Board Meeting of  
February 10, 2016**

**CALL TO ORDER**

Chairman Leverton called the meeting to order at 3:05pm.

**BOARD MEMBERS PRESENT:**

Hanson, Hicks, Leverton, Jones, Merritt, Phillips and Lowery arrived at 3:10pm.

**BOARD MEMBERS ABSENT:**

Bianchi, Polarek, VanLanduyt

**GUESTS PRESENT**

Lisa Winckler, DeKalb County Sheriff Department; Joseph Przybyla, NIU Police Department; Charlotte Rangel, NIU Police Department; Jeff Stowasser, Motorola Inc.

**ALSO PRESENT**

Glenna Johnson, E911 Coordinator

**AGENDA**

Chairman Leverton asked for any amendments to the agenda. The motion was made by Phillips and seconded by Jones to approve the agenda. The motion passed.

**MINUTES**

- **General Meeting Minutes:** A motion to approve the minutes of the December 2, 2015 meeting the motion was made by Hanson and seconded by Hicks. The motion passed.

**Treasurer's Report**

- **Monthly Treasurers Report-** was presented and discussed.
  - A motion to approve the December monthly report was made by Jones and seconded by Merritt. Motion passed.
  - A motion to approve the January monthly report was made by Hanson and seconded by Hicks. Motion passed.
- **Bills Not Previously Submitted:** none

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**Bills Paid in January 2016**

**FY2015**

Voiance Language Services, LLC	\$31.50
Starved Rock Communications, Inc.	\$1,750.00
PowerPhone, Inc.	\$7,525.00
PowerPhone, Inc.	\$729.00
PowerPhone, Inc.	\$1,458.00
DRM Promotions	\$1,010.96
CDI Infastructure, LLC	\$4,664.90
First National Bank Omaha	\$312.28
Glenna Johnson	\$27.68
Sikich	\$1,000.00
Frontier	\$61.37
Frontier	\$15,437.85
Frontier	\$43.84
Frontier	\$227.16
Frontier	\$231.70
Frontier	\$231.70
Frontier	\$306.97
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	<b>\$35,049.91</b> <hr/>

**FY2016**

The Hartford	\$398.00
The Housing Authority of the County of DeKalb	\$200.00
Sungard Public Sector	\$4,774.01

**Total FY2016 Expenses** 

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**\$5,372.01**

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**\$40,421.92**

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A motion to pay the January bills was made by Jones and seconded by Phillips. A roll call vote was taken: Chairman Leverton- Y, Hanson- Y, Hicks- Y, Jones- Y, Leverton- Y, Merritt- Y and Phillips- Y. Motion passed.

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**Bills Paid in February 2016**

**FY2015**

Voiance	\$59.22
Starved Rock Communications, Inc.	\$732.00
Starved Rock Communications, Inc.	\$3,316.50
<b>Total FY2015 Expenses</b>	<b>\$4,107.72</b>

**FY2016**

Crum-Halsted Agency Inc.	\$5,558.00
DeKalb County Government	\$28,000.00
First National Bank Omaha	\$992.06
Facilities Management	\$9.87
Voiance	\$67.41
Housing Authority of the County of DeKalb	\$200.00
City of DeKalb	\$84,000.00
DeKalb County Government	\$169,000.00
Frontier AA0-3030	\$61.37
Frontier 899-8838	\$44.06
Frontier QL4-9093	\$227.16
Frontier QL0-4779	\$231.70
Frontier QL4-7793	\$231.70
Frontier QR0-4142	\$306.97
<b>Total FY2015 Expenses</b>	<b>\$288,930.30</b>
<b>Total Expenses:</b>	
<b>Total</b>	<b>\$293,038.02</b>

C. Johnson had prepared a breakdown of a payment schedule for dispatch wage reimbursement and G. Johnson covered that document with the ETSB. That proposal was to pay the dispatch bills in partial payments. There was a lengthy discussion of paying all bills for reimbursement of the dispatch wages in full as presented that month. The partial payment discussion was because the wireless moneys were in arrears from the State and monies in the wireless budget would be left at approximately \$6,000.00 after paying the bills without transferring monies into the budget.

The final decision was to pay the bills presented in full at this point. If monies were needed for paying the upcoming monthly bills monies would be transferred into the Wireless budget from capitol budget.

A motion to pay the February bills after the modification of the payment increase of the Starved Rock bill for a heater installation exceeding the motion made in December 2015 and the full payment of dispatch wages reimbursement was made by Lowery and seconded by Phillips. A roll call vote was taken: Chairman Leverton- Y, Hanson- Y, Hicks- Y, Jones- Y, Leverton- Y, Merritt- Y and Phillips- Y. Motion passed.

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**OLD BUSINESS**

- **Fire Radio Reports**
  - Johnson reported for Feyerherm:
    - He stated the installation at the Malta location is up and running and he will finish the Tower Rd location next week. The Tower Rd location was delayed because of power issues.
- **Mapping Software-**
  - Johnson stated she needs to order the hardware to connect to the fiber and the new computers.
  - Johnson stated that Frontier replaced a computer at the NIU PSAP and the software did not meet the requirements needed for microDATA mapping but did meet the requirement for the 911 System, so that impacted the way IMO is able to update the map software. IMO will be updating the positions manually. Johnson will be disconnecting the frame relay circuit to that PSAP.

**NEW BUSINESS**

- **Election of Officers starting January 2016-**
  - Jones made a motion to nominate Merritt as the new Vice Chairman and Polarek as Secretary and the motion was seconded by Lowery. Motion passed
- **Purchasing/Procurement policy**
  - G. Johnson stated this item should be tabled for review at the next meeting.
- **NG911 Update-**
  - Johnson stated that demos were held of the two finalist vendors. There was a very large attendance for both demos and all ten systems of NINGA had representatives in attendance of the demos.
  - Johnson stated that no decisions have been made. One of her concerns is that monies being delayed by the State and that do impact the monies in the capitol budget for NG911 since we would need that money to pay monthly bills in the future.
  - There is a meeting tomorrow to discuss how the cost from the vendors will be split between all ten systems of NINGA for the new system proposed.
  - Leverton stated he attended the demos and they were similar but each vendor presented their own spin on the presentation.

- **Legislation-** Johnson stated:
  - She has heard that there was a possible sweep of wireless funds by the state and it is unknown if that sweep has taken place if the monies will be repaid.
  - She is concerned whether we will receive the wireless funds that are from 2015 and that could impact the final audit figures for 2015.
  - She also covered proposed legislation that would impact 911 funds. HB4521 and mirror image SB2338 has been proposed to help the State budget for open sweeps on funds with balances that could be swept. She is continuing to watch those proposed bills.
  - She is working on recommended wording for the March report that the State Advisory Board would be discussing at the next meeting in February.
  - The State Advisory board is working on wording for the Statewide NG911 Consultant.
  
- **Sub Committee Report-**
  - There was a subcommittee meeting on January 28<sup>th</sup>.
  - Leverton stated that the committee is working on the waiver documents.
  - Leverton stated that the committee was wondering if there should be a motion made to support moving forward with the waiver for the ETSB. It is important to stress that there will be one waiver filed by the ETSB, understanding that each PSAP that is required to consolidate may be required to consolidate 911 calls could be for different reasons.
  - Chief Phillips requested that the ETSB move forward with the waiver request.
  - There was a lengthy discussion on possible reasons for the waiver request for 911 calls for two PSAPs.
  - Hanson asked that during future meetings the ETSB should make the decision that if the two PSAPs were to no longer take 911 calls, which PSAP would take those calls for those consolidated PSAPs. This would be in a form of a motion.
  - Leverton said this item should be tabled until all representatives were present at the meetings that were impacted by this waiver/consolidation request.
  
- **Participating Agency Request-** No report
  
- **PSAP Managers Report-** Johnson reported they met February 10, 2016 and discussed: lock box disconnection, Training, Consolidation/waiver, State Advisory Board items, NINGA RFP status and Vender demos.
  
- **Persons to be heard from the floor – none**
  
- **Coordinators Report-**

- **Wireless Check-** Johnson stated that in December 2015 the ETSB had received 90 days of the wireless monies that would bring payments up through August 2015. The monies are still 120 days in arrears.
- **County Advisory Board-** Johnson stated she had attended the last Law and Justice Meeting January 25th. Johnson presented a copy of the document that compares DeKalb County to all County systems in the range that Johnson represents on the State Advisory Board that was also presented at that Law & Justice Meeting. She stated that based on true figures that the ranking stated at the November Law & Justice Meeting by one of the fire departments was not the same as what she had from the AR911 reports filed in 2014 for 2013. She stated that not all information provided to the legislators in 2015 was complete but was what they had at that time which impacted the rankings of Systems. She also stated that the budget for the ETSB was different than the County Sheriff budget.
- **Lock Boxes-**
  - Johnson stated that Frontier disconnected the lock boxes January 28, 2016. All fire departments were emailed via the MABAS email list and MABAS Meetings. She attended the MABAS Meeting to answer questions about the disconnection of those boxes. Johnson is collecting the lock box keys for Frontier.
- **Jail Meeting-**
  - Johnson attended a meeting January 29<sup>th</sup> about the new jail construction and stated she was very pleased they had asked for her input dealing with the 911 System.
- **Frontier Billing-**
  - Johnson stated that Frontier had completed the billing move to the state for payment and she was working with Frontier because not all charges had been moved that was to have been moved. She will report more next month.
  - We do have a credit on our current billing.

**ADJOURNMENT**

Phillips moved to adjourn the meeting, and was seconded by Jones. The motion passed. The meeting adjourned at 4:44pm.

Respectfully submitted,

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Glenna Johnson, Coordinator

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<u>OFFICERS</u>	<u>NAME</u>	<u>TERM (Two Year)</u>
Chairman	Mr. Jason Leverton	<i>January 01, 2016 – December 31, 2018</i>
Vice-Chairman	Mr. Todd Merritt	<i>January 01, 2016 – December 31, 2018</i>
Secretary	Mr. Polarek	<i>January 01, 2016 – December 31, 2018</i>
Treasurer	Mrs. Christine Johnson	<i>Per Statute, County Treasurer</i>
Coordinator	Ms. Glenna Johnson	<i>At-Will Employee, Board Appointed, Start date 02-11-08</i>

<b>CURRENT Members</b>	<b>Entity Represented</b>	<b>ORIGINAL APPOINTMENT</b>	<b>TERM EXPIRES</b>
Todd Merritt	Member At Large North Fire Departments Retire Sheriff Deputy	12/01/2010	12/31/2017
Tracy Jones	County Board Member	04/01/2014	11/30/2016
Gary Hanson	County Administrator	01/19/2000	12/31/2017
Gene Lowery	DeKalb Police Chief	06/20/2012	12/31/2019
Eric Hicks	DeKalb Fire Chief	08/15/2012	12/31/2019
Jason Leverton	DeKalb Police Commander	03/20/2013	12/31/2017
Thomas Phillips	Chief N.I.U. Police	01-01-14	12/31/2017
Jim Bianci	Representing Sandwich Police Department	1/01/2016	12/31/2019
Pete Polarek	Sycamore Fire Chief	01/01/15	12/31/2019
Jay VanLanduyt	Member At Large Hinckley Fire Chief South Fire Departments	12/01/2009	12/31/2017

10 Board Members Serving 4 year Staggered Terms, Except the County Board Member is a 2 Year Term.