



**Minutes of the Board Meeting of
May 2, 2018**

1. CALL TO ORDER

Chairman Leverton called the meeting to order at 3:00 pm.

a. Board Members Present:

Bianchi, Frazier, Hanson, Hicks, Leverton, Lowery, Plote and Polarek

b. Board Members Absent:

Grandgeorge, and Phillips

c. Guests Present:

Colleen Quigley, NIU Police Department;

d. Also Present:

Christine Johnson, DeKalb County Treasurer; Glenna Johnson, E9-1-1 Coordinator

2. Agenda

a. Chairman Leverton asked for any amendments to the agenda. A motion was made by Polarek and seconded by Bianchi to approve the agenda. The motion passed.

3. General Meeting Minutes:

a. A motion to approve the minutes of the April 4, 2018 meeting was made by Lowery and seconded by Plote. The motion passed.

4. Public Comment- None

5. Treasurer's Report

a. **Monthly Treasurer's Report-** was presented and discussed.

i. A motion to approve the April 2018 monthly report was made by Frazier and seconded by Lowery. Motion passed.

b. Approval of Bills-

Bills Paid In May, 2018

Sikich	\$1,000.00
PowerPhone	\$729.00
Housing Authority of the County of DeKalb	\$200.00
Frontier	\$61.69
Glenna J. Johnson	\$98.10
IL Department of Public Health	\$50.00
Federal Engineering, Inc.- NINGA Consulting - March	\$3,540.15
City of DeKalb-FY2018 Dispatch Wage Reimbursement	\$76,000.00
Federal Engineering, Inc.- NINGA Consulting - April	\$888.30
Total	\$82,567.24

A motion to pay the May bills was made by Bianchi and seconded by Polarek. A roll call vote was taken: Bianchi- Y, Frazier- Y, Hanson- Y, Hicks- Y, Lowery- Y, Plote- Y, Polarek- Y and Leverton- Y. Motion passed.

6. 2017 Audit

- a. Christine first thanked Glenna for her assistance during the audit process, and recognized Julie Hall in her office who handles the 911 accounting and works with the auditors.
- b. Christine pointed out that the audit was complete and presented the Board with the audit documents prepared by Sikich. She noted that all the Board's investments over and above FDIC insurance were fully protected by collateral pledged to the Board by local banks.
- c. She noted that the Board's net position (net assets) exceeded its liabilities by \$2,608,321, an increase over previous year of \$139,022, due to expenditures that were less than budgeted and a slight increase in investment income.
- d. She discussed unrestricted funds and funds that are assigned for capital outlay. The upcoming capital projects will include implementation of Next Gen 911, PSAP consolidation, and other budgeted capital expenditures. She explained that funds from the previously-named wireless account were now depleted and will no longer appear in future audits.
- e. She pointed out that the board has no outstanding debt, and that the Board had a very positive unassigned General Fund balance in in relationship to its General Fund expenditures.
- f. The auditor had one comment regarding the concentration of credit risk. Christine will be revising her investment policy to address that comment. She encouraged the Board to read the management discussion and analysis included with the report.

7. Fire Radio Reports-

- a. G. Johnson stated she did not have a report from Feyerherm.
 - i. Johnson reported there was an issue at the Tower Rd Tower
- b. Leverton covered the month status report from Andy Sullivan on the County Radio System.
- c. Hicks stated that the FEMA Grant that was applied for dealing with new radios for the Fire Departments that filed for the grant was denied. A good portion of the FEMA grants have been denied.

8. Mapping Software

- a. Sandwich Police Department installation of hardware is complete. Bianchi, Santos and Superion are working on the installation of the software costs.
- b. NIU installation still needs to be completed. Johnson stated she had sent an email to get the IGA process completed between NIU and City of DeKalb that is required for the server use at DeKalb Police.

9. Update ETSB Travel Policy

- a. C. Johnson covered the modified Travel Policy paragraph that applied to the ETSB travel for ETSB Meetings.
- b. C. Johnson stated she had provided the members with the expense form for reimbursement.
- c. A motion to approve the modified Travel Policy was made by Polarek and seconded by Hanson. Motion passed.

10. NG911 Update

- a. Leverton stated all ICC briefs for the plan had been filed.
- b. Leverton stated the team during the ICC hearing did a great job. They provided a very strong case.
- c. The ETSB should hopefully hear quickly from the ALJ on her decision after the brief review is completed.
- d. A new hosted phone system is still needed and that is tabled at this time. There has been no urgency to purchase since the DeKalb Plan is in the ICC docketed process.

11. Consolidation Subcommittee Report

- a. Leverton stated that the next meeting will be next week, May 9th.
- b. Johnson stated there is still no official resolution on the Admin Code rewrite dealing with how we will be required handle dispatching of the 9-1-1 calls after consolidation.
- c. Johnson stated that Madison County has been sent into the ALJ Hearing process for their consolidation plan because St. Clair County has intervened on their plan. This is a difference of opinion dealing with the decommissioning of the PSAPs for the consolidation.

12. Legislation

- a. State Advisory Board Meetings- no meeting has been held since March 2018
- b. Legislation-
 - i. Johnson stated that only legislation at this time that impacts 911 is SB 3131, which deals with VoIP certification for the ICC.

13. Participating Agency Request- none

14. PSAP Managers Report- No report

15. Coordinator's Report

- a. Johnson stated that she had received any further information on the generator. purchase for Sheriff's PSAP. This will be tabled until official requests are made.
- b. Most items have already been discussed that she is working on during the regular agenda items.

16. Old Business- None

17. New Business-

- a. Hanson invited the ETSB Members to the Jail Opening on May 17th at 12:30pm.
- b. G. Johnson stated that member Plote had brought to her attention that there was an error on the March 7th Meeting Minutes on his vote dealing with the minute approval. The vote incorrectly states he had abstained and he did not.
 - i. There was a motion made to make a correction for the March Meeting minutes by Plote and seconded by Hanson. Motion passed.
- c. Lowery questioned what expenses are allowable for consolidation and who will pay. This could cause budget issues for those agencies.
 - i. Johnson stated she had asked the State what is allowable previously and she will ask again.

18. ADJOURNMENT- Lowery moved to adjourn the meeting and the motion was seconded by Hanson. The motion passed. The meeting adjourned at 3:55pm.

Respectfully submitted,

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. Thomas Phillips	<i>June 13, 2017 – 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 02/11/2008</i>

CURRENT Members	Entity Represented	ORIGINAL APPOINTMENT	TERM EXPIRES
Jim Bianchi	Sandwich Police Chief	01/01/2016	12/31/2019
Robert Frazier	Member At Large	01/01/2018	12/31/2021
Greg Grandgeorge	Member At Large	06/01/2017	12/31/2021
	Previous Somonauk Fire Dept.	12/01/1997	12/31/2001
Gary Hanson	County Administrator	01/19/2000	12/31/2021
Eric Hicks	DeKalb Fire Chief	08/15/2012	12/31/2019
Jason Leverton	DeKalb Police Commander	03/20/2013	12/31/2021
Gene Lowery	DeKalb Police Chief	06/20/2012	12/31/2019
Thomas Phillips	N.I.U. Police Chief	01/01/2014	12/31/2021
Roy Plote	DeKalb County Board	02/01/2018	11/30/2018
Pete Polarek	Sycamore Fire Chief	01/01/2015	12/31/2019
	Previous – DK Fire Chief	01/19/1994	11/30/2000

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