

# LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

December 2, 2014 ETSB Meeting Minutes

The meeting was called to order by Chairman Dato, at 1:33 p.m. at the Lake County Permit Center. 500 W. Winchester Rd., Libertyville, IL.

## **ROLL CALL:**

D. Dato, Wauconda Fire Dept.  
G. Gorr, Lake County Radio  
S. Husak, Lake Zurich Police Dept.  
K. Klahs, Lake County Police Chiefs Assoc.  
J. Lang, Citizen Lake County  
P. Maplethorpe, Lake County Fire Districts  
A. McEwan, Lake County Administration  
K. McKenzie, Lake County EMA  
J. Steingart, Lake County Fire Chiefs Assoc.  
K. Talbott, Lake County Information and Technology  
D. Venturi, Citizen Lake County in @ 1:35p.m.  
D. Wheelock, Lake Zurich Fire Dept.  
Absent:  
T. Bender - excused  
J. Byrne - excused  
M. Gregory - excused  
J. Nixon  
C. Somerville  
Staff:  
J. Thompson  
L. Jacobson  
S. Rice  
Guests:  
J. Stowasser, Motorola Solutions  
J. Lilly, Lilly & Associates  
L. Kelly, Lake Zurich Police Dept.

**PUBLIC COMMENT:** Dato thanked members for their participation throughout the past year and wished everyone happy holidays.

**APPROVAL OF MINUTES:** Motion Klahs, second McKenzie to approve the minutes of the November 2014 regular meeting. Discussion –None All in Favor. Motion Carries.

**CORRESPONDENCE:** As Presented

**TREASURER'S REPORT:** Motion Wheelock, second McEwan to approve the November Treasurer's Report. Discussion-None All in Favor. Motion Carries.

**COMMITTEE REPORTS:**

**FINANCE – Motion McEwan, second Lang to approve payment of bills in the amount of \$80,329.25 Discussion – None.**

Roll Call:

Bender	absent	Byrne	absent	Dato	yes
Gorr	yes	Gregory	absent	Husak	yes
Klahs	yes	Lang	yes	Maplethorpe	yes
McEwan	yes	McKenzie	yes	Nixon	absent
Somerville	absent	Steingart	yes	Talbott	yes
Venturi	absent	Wheelock	yes		

Motion Carries.

**TECHNOLOGY** - Lang advised committee did not meet.

**Conceptual discussion on the Boards ability to fund enhancements to all fire stations to facilitate quicker receipt/notification of CAD calls.** - Lang stated the Technology Committee is still researching, however US Digital does have a standing relationship with Lake County and GSA pricing. Therefore the opportunity does exist to engage with US Digital to expand on the existing interface and equipment.

**POLICY** - No report

**CAD** – Next meeting Wednesday January 14, 2015 1:30p.m. Countryside Fire Department #1, 801 Midlothian Rd., Mundelein. Thompson stated unit sharing was discussed at the last meeting. Lake Zurich Fire and Barrington Fire volunteered to be beta sites for sharing of units. December 12, 2014 will be the initial start test date and December 15 - January 30 they will do long term testing. The participating agencies will report their findings back to the CAD User Group after the testing phase has been completed.

**COORDINATOR’S REPORT** - Thompson will defer her report to old business

**ATTORNEY’S REPORT** - Rice stated he is working with Thompson on agreements for the microwave project. Rice also advised Thompson had inquired if it is permissible to allow vendor(s) to supply lunch at the upcoming "Vendor Palooza". Brief discussion ensued. Rice stated he felt as long as they were current vendors and it wasn't in excess of \$75.00 per person there shouldn't be an issue.

**OLD BUSINESS:**

**FATPOT** – Thompson stated the filtering work by FATPOT has been completed and the Lake County Sheriff's Department notes are now being added. Correct measures have been taken for the removal of any LEADS related data prior to calls being passed through to traffic management.

**Advanced Consolidation Study RFP** - McEwan stated some minor edits are being made, mostly clarifications. McEwan is having one of her staff members review the document for the final time prior to publishing on the county website.

**Microwave** - Agreements: Thompson advised the Mundelein agreement is being reviewed. We are still waiting for approval from Wauconda. Dato stated the Wauconda agreement should go before the Wauconda Village Board at their next meeting.

**County wide P25 radio system** - Gorr advised the maps and templates have been completed and submitted to Motorola. The group is now reviewing alternate base station sites.

**Adjustments of Employee compensation, benefits and job classifications funding from line item 51110** – Tabled by Chairman

**NEW BUSINESS:**

**International CAD consortium conference May 2015 - 2 people line item 71500 not to exceed \$3,000.00.** - Thompson stated she and Winnecke have attended the International CAD consortium for the past several years and would like board approval to attend the conference again in 2015. **Motion Lang, second Maplethorpe to send Thompson and Winnecke to International CAD consortium conference May 2015 - line item 71500 not to exceed \$3,000.00. Discussion - Wheelock asked that in the future he would like to see additional information on any new business items. i.e. brief summary, benefits, when, where, etc.**

Roll Call:

Bender	absent	Byrne	absent	Dato	yes
Gorr	yes	Gregory	absent	Husak	yes
Klahs	yes	Lang	yes	Maplethorpe	yes
McEwan	yes	McKenzie	yes	Nixon	absent
Somerville	absent	Steingart	yes	Talbott	yes
Venturi	yes	Wheelock	yes		

Motion Carries.

**Consultant for position evaluation and staffing level assessment - line item 71150 not to exceed \$10,000.00.** - Dato reviewed what has occurred over the past years regarding staffing, salary and compensation. The Chairman believes that having an outside independent 3rd party review salaries and staffing needs would be beneficial. **Motion Klahs, second McEwan to engage a consultant for position evaluation and staffing level assessment - line item 71150 not to exceed \$10,000.00. Discussion – Substantial discussion ensued with multiple topics, questions and concerns discussed:**

- **Is there a true need for a consultant? (The general consensus was yes. )**
- **Possible sub-committee of board members.( It was determined that the sub-committee wasn't needed at this point in time).**
- **Detailed scope of work.**
- **Piggyback on county contract or contracting our own consultant?**
- **When study is complete will this become ETSB policy?**
- **If this board decides not to make this policy will the findings be recognized by Lake County HR?**

**It was finally decided to consider consultants that the County may have used before. That a committee of ETSB members was not necessary to guide the selection process and the other aforementioned points would all be considered and discussed after the study was complete**

Chairman Dato called the question.

Roll Call:

Bender	absent	Byrne	absent	Dato	yes
Gorr	yes	Gregory	absent	Husak	yes
Klahs	yes	Lang	yes	Maplethorpe	yes
McEwan	yes	McKenzie	yes	Nixon	absent
Somerville	absent	Steingart	yes	Talbott	yes
Venturi	yes	Wheelock	yes		

Motion Carries.

**INFORMATIONAL ITEMS** - None

**EXECUTIVE SESSION** – None

**NEXT MEETING DATE:** Tuesday January 6, 2015

**Motion Lang, second Klahs to adjourn.** There being no further business to discuss, the meeting was adjourned by Dato at 2:20 p.m.

Respectfully submitted,  
Lisa Jacobson  
GIS Analyst  
Lake County ETSB