

LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

August 2, 2016 ETSB Meeting Minutes

The meeting was called to order by Chairman Dato, at 1:30 p.m. at the Lake County EOC 1303 N. Milwaukee Ave., Libertyville, IL.

ROLL CALL:

J. Byrne-in at 1:33 p.m.

M. Botterman

D. Dato

M. Gregory- in at 1:33 p.m.

S. Husak

K. Klahs

J. Lang

J. Malcolm

P. Maplethorpe

A. McEwan

K. McKenzie

J. Steingart

D. Venturi

Absent:

S. Huffman – Excused

J. Nixon – Absent

L. Nordstrom – Excused

Staff:

J. Thompson

S. Winnecke

H. Natywa

C. Franco

M. Fronk – LCASA

Guests:

M. Dacey – Lake County EMA

B. Lueders – Radicom

L. Berger – CenCom E911

D. Hansen – Mundelein

T. Jones - Lindenhurst

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion Klahs, second Lang to approve the minutes of the July 5, 2016 regular meeting. All in favor. Motion Carries.

Discussion –ETSB Welcomed Michael Botterman new member of the ETSB Board representing Wauconda PD. Chris Franco new staff member of ETSB was introduced along with , Mike Dacey Director of LCEMA, and Roy Jones LCHS director.

CORRESPONDENCE: As presented.

TREASURER'S REPORT: Motion Husak, second Steingart to approve the July 2016 Treasurer's report. Discussion – None. Ending balance \$1,241,895.59. All in favor. Motion carries.

COMMITTEE REPORTS:

FINANCE – Motion McEwan, second Malcolm to approve payment of bills in the amount of \$38,555.11 Discussion – None.

Roll Call:

Botterman	Yes	Husak	Yes	McEwan	Yes	Venturi	Yes
Byrne	Yes	Klahs	Yes	McKenzie	Yes		
Dato	Yes	Lang	Yes	Nixon	Absent		
Gregory	Yes	Malcolm	Yes	Nordstrom	Absent		
Huffman	Absent	Maplethorpe	Yes	Steingart	Yes		

Motion Carries.

TECHNOLOGY:

Antioch Fire Tablet Command - Winnecke stated that Antioch Fire has contracted with Tablet Command to export data from the CAD and populate it in the Tablet Command program. ETSB has been working with Tablet Command and test data has been successful.

Active 911 - Permission was requested by Lake Zurich Fire to install the Active 911 application onto ETSB owned devices. It was expressed that Active 911 is a supplemental notification system and should not be used as a primary response tool. Active 911 has the capability to share some preplan and other files to multiple agencies that utilize it.

POLICY – The policy committee recommended raises of 1.1% for CPI and up to an additional 2.5% based on Merit. The total increase could be up to 3.6%. **Motion Venturi, second Maplethorpe to approve the suggested pay increase range. Discussion – None.**

Roll Call:

Botterman	Yes	Husak	Yes	McEwan	Yes	Venturi	Yes
Byrne	Yes	Klahs	Yes	McKenzie	Yes		
Dato	Yes	Lang	Yes	Nixon	Absent		
Gregory	Yes	Malcolm	Yes	Nordstrom	Absent		
Huffman	Absent	Maplethorpe	Yes	Steingart	Yes		

Motion Carries.

CAD – Next meeting is August 10, 2016 at:

Countryside Fire.

801 Midlothian Rd., Mundelein

Discuss: SQL CAD, Voice logger/Organizer, Active 911

COORDINATOR'S REPORT –Thompson deferred to old and new business.

ATTORNEY'S REPORT –IGA is being prepared for Park City consolidation with Lake County ETSB. The IGA draft was reviewed by Thompson and was forwarded to Ken Stoves at Park City. There is a board meeting tonight for Park City ETSB and the draft will be presented. Park City ETSB is still in the process of putting together an ordinance for dissolution of their ETSB.

OLD BUSINESS:

Advanced Consolidation Study –Amy and Jeannine have been working with the consultants and they are 8 weeks behind on their deliverables. Due to medical issues with a lead staff member the project was delayed. LC ADMIN and ETSB spoke with the IXP CEO and agreed on new deadlines and they were still not met. After requesting the lead staff member to be removed from our project a new lead was presented and did not work out. A second request for a new team leader was addressed. Correspondence regarding non-compliance with our contract and a request that Baker Tilly take over the leadership of project will be drafted. Thompson and McEwan spoke with Baker Tilly. They have the ability to proceed with leadership on the project if needed.

Microwave – Update – CTC & Cambium are coordinating to evaluate and make modifications to network and sites. There is a possibility of re-banding various links. Other equipment settings are still being adjusted. A link might be added from LCSO to Volo.

County wide P25 radio system– Gregory stated the last two towers are up in Vernon Township and Lake Barrington. The testing has been completed. Mundelein was having troubles in their police building with communication. Dato requested Motorola to review and confirm that Lake County talk groups are provisioned into the Northern Cook sites.

Sharing of Voice Logging Equipment– Primary server has been installed. The Secondary server was delivered with missing and loose parts. The server was returned and a new one has been delivered but has not yet been installed by NICE. The project manager is to be contacted to find out when it will be installed. Fronk put together an IGA for Vernon Hills to review. We have not heard back from Vernon Hills regarding the IGA.

Audit & Asset review of all ETSB owned radio equipment – Lang brought back a Quad 3 MR2000 from Lake Zurich. Dato requested that Lang check the Paulus Park Water Tower to see what that repeater is currently programmed for. This is still an ongoing project.

Park City ETSB – Previously discussed under Attorney's Report.

Auction report from the June 2016 Auction – \$1,600 profit from sales. Dato suggests instead of using the onsite auction that an online auction might be more profitable. Thompson will research and report her findings at the September meeting.

Mission, Vision, Value Statement ETSB Consolidated 911 work group update consisting of McEwan, Steingart, Klahs, and Maplethorpe –A suggestion to change the word eliminate to reduce 911 transfers was made. Reducing the financial burden may not apply to all situations. The ETSB Mission, Vision, Value Statement is to be sent out immediately for all board members to review. Item will also be included in the September meetings packet.

NEW BUSINESS:

Motion Lang, Second Steingart to approve the additional \$1,000 to replace Coordinator’s ETSB owned vehicle from budget line item 84020. Prior motion to not exceed \$30,000 from the budget approved at the April 5, 2016 meeting. Discussion – Old car to be put on the September agenda for declaration as surplus and auctioned.

Roll Call:

Botterman	Yes	Husak	Yes	McEwan	Yes	Venturi	Yes
Byrne	Yes	Klahs	Yes	McKenzie	Yes		
Dato	Yes	Lang	Yes	Nixon	Absent		
Gregory	Yes	Malcolm	Yes	Nordstrom	Absent		
Huffman	Absent	Maplethorpe	Yes	Steingart	Yes		

Motion Carries.

Approval of annual raises for ETSB Staff budget line item 5110 – To be put on the September agenda.

INFORMATIONAL ITEMS – None

EXECUTIVE SESSION – None

NEXT MEETING DATE: Tuesday, September 6, 2016

Motion Klahs, second Lang to adjourn. There being no further business to discuss, the meeting was adjourned by Dato at 2:13 p.m.

Respectfully submitted,
Heather Natywa
Administrative Assistant