

LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

September 6, 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
M. Botterman
D. Dato
M. Gregory
S. Huffman
S. Husak
K. Klahs
J. Malcolm
P. Maplethorpe
A. McEwan
K. McKenzie
L. Nordstrom
J. Steingart
D. Venturi

Absent:

J. Lang - Excused
J. Nixon – Absent

Staff:

J. Thompson
S. Winnecke
H. Natywa
M. Fronk – LCASA

Guests:

L. Kelly – Lake Zurich PD
J. Stowasser – Motorola Solutions
N. Whitfield – CenCom E911
D. Hansen – Mundelein
M. O'Brien – Mundelein

PUBLIC COMMENT: Congratulations to Paul Maplethorpe on retirement.

APPROVAL OF MINUTES: Motion Gregory, second Maplethorpe to approve the minutes of the August 2, 2016 regular meeting. All in favor. Motion Carries.

Discussion –None.

CORRESPONDENCE: As presented.

TREASURER'S REPORT: Motion McKenzie, second Klahs to approve the August 2016 Treasurer's report. Discussion – None. Ending balance \$1,527,719.38. All in favor. Motion carries.

COMMITTEE REPORTS:

FINANCE – Motion McEwan, second Byrne to approve payment of bills in the amount of \$86,390.77 Discussion – None.

Roll Call:

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

Motion Carries.

TECHNOLOGY: Dato asked for the Technology Committee and Lang to look at a FATPOT interface to STARCOM for AVL. The FATPOT interface cost will likely include a capital outlay and maintenance costs. Gregory is also still researching other StarCom AVL interface pricing from Motorola. McEwan stated there is an effort from the social service industry, specifically United Way to look at 211 and 311 services. McEwan suggested that we might have members from public safety attend this meeting. Thompson stated she would research more and report back.

Boards ability to fund enhancements to all fire stations to facilitate quicker receipt/notification of CAD calls – Ongoing

Paging - Active 911 - Ongoing

POLICY – None.

CAD – Next meeting is September 14, 2016 at:

Countryside Fire.

801 Midlothian Rd., Mundelein

Discuss: SQL CAD, Voice logger/Organizer, Active 911, StarCom 21 Feedback

COORDINATOR'S REPORT –Thompson deferred to old and new business. The ETSB 2017 Calendar has been drafted and the July meeting fell on the July 4th holiday. A suggestion was made to move the July meeting to July 11, 2017. The final draft will be adjusted and McKenzie stated he will reserve the room for all of the 2017 meetings.

ATTORNEY'S REPORT – Fronk stated that he and Thompson have been working on two IGA's, i.e. the shared Inform Organizer with Vernon Hills and the ETSB IGA with Park City. Vernon Hills has gone back and forth with revisions and is substantially completed and should be signed within the next couple days. Park City Cmdr. Stoves has been on vacation and we did not get their revisions until Friday last week. Fronk has updated the IGA to include Park City's

comments. Fronk hopes to have a signed agreement from Park City in a couple of weeks. Park City has signed a dispatch contract with FoxComm but a resolution to join the Lake County ETSB has not been completed at this time.

OLD BUSINESS:

Advanced Consolidation Study – Thompson, McEwan and Dato have been on multiple conference calls with IXP consultants. IXP sent emails to all participating PSAP's requesting additional information pertinent to the consolidation study. Thompson noticed that Kevin Kearns, IXP was included in these emails. Thompson spoke to Dan Martin, IXP who is our new project manager about this issue. Mr. Martin was instructed to advise all participants that he is the new project manager and correspondence will be coming from Mr. Martin not Mr. Kearns. Deliverables should be given to the ETSB team for review on September 16th and September 22nd.

Microwave – Update – Winnecke stated that CTC is working on the final configurations for the re-banding where needed. A couple of minor modulation changes were made to the network at the end of August, resulting in very little improvement to the network. CTC has seen a couple errors which have been sent to Cambium for further review. Cambium has sent all of their diagnostics and data to the United Kingdom, where their Extreme Rain Group will look over all the information and make their final recommendations. We should have a recommendation back this week. There is a possibility of moving the Libertyville site from the tower outside dispatch to the taller guyed tower, pending the removal of the EDACS equipment currently occupying the guide tower. The EDACS equipment removal will not begin until after the 45 days of reliability testing of the STARCOM equipment has been completed.

County wide P25 radio system– Gregory stated the radio system is working as designed, however Mundelein and Vernon Hills calls are not being heard by all subscribers all this time. Gregory has a conference call scheduled in 2 weeks to discuss this matter.

Sharing of Voice Logging Equipment– Thompson stated the last piece of hardware is still waiting to be installed in the server rack (ETSB server room). A couple of outstanding issues still need to be addressed with the network, one port is blocked by the Lake County IT and we are waiting on an IP from Waukegan as well. Winnecke is going to speak with the Lake County IT to resolve the blocked port.

Audit & Asset review of all ETSB owned radio equipment – The list has been reviewed and equipment is currently being located.

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

Mission, Vision, Value Statement ETSB Consolidated 911 work group update consisting of McEwan, Steingart, Klahs, and Maplethorpe – Motion McEwan Second Gregory to adopt the draft. Discussion - Gregory suggested that the wording be clearer on the mission, vision and value statement. Also, promoting collaborative technologies and dispatched strategies on Lake County PSAP's to provide for efficient and timely processing of 911 emergency telephone calls. It was also suggested to remove the phrase "eliminate 911 transfer calls". Venturi stated we should add such verbiage as; to maintain efficiency and save money or fiscally responsible. Nordstrom asked what the measurable results of the mission statement are. Comments and suggested changes to be sent to Maplethorpe.

NEW BUSINESS:

Backup PSAP Facilities workgroup – Maplethorpe, Kelly, Gregory, Klahs, & Staff - A threat analysis has been produced with the suggested timeframes of when a PSAP will be down for more than a day to a completely destroyed PSAP. Research was done to see how many operating positions would be available within Lake County if a catastrophe or an evacuation happened to any PSAP’s located in Lake County. This research produced positive numbers. The workgroup is looking into a mobile or transferable dispatch center and will be working on a budget to build this. The transferable dispatch center could be made available to other centers outside of Lake County as well.

Motion Maplethorpe, Second Klahs to auction the surplus equipment as presented.

Discussion – None.

Roll Call:

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

Motion Carries.

Motion Maplethorpe, Second McKenzie to approve the upgrade of the current NICE voice loggers to accommodate IP Phone traffic in the amount of \$37,335 from budget line item 85070. Discussion – The IP voice logging equipment will reside in Volo & Lake Zurich, where the Solacom switches reside. The NICE loggers will also interface to the shared NICE Inform Organizer System. LCSO is going to archive to the ETSB’s NICE Organizer System. In addition the ETSB purchased 12 terabytes (6 useable) of storage for the data center to accommodate archive storage of Lake County Sheriff dispatch’s owned NICE NRX Recorder.

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Gregory	Yes	Malcolm	Yes	Nordstrom	Yes		
Huffman	Absent	Maplethorpe	Yes	Steingart	Yes		

Motion Carries.

Motion Venturi, Second Malcolm to provide evaluations for annual raises of ETSB Staff budget line item 51110 – The range was approved at the August meeting (*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%.*) Once the evaluations are complete the raises can be approved. Thompson and Winnecke will provide the other staff’s evaluations. Chairman Dato has formed an Evaluation Committee consisting of Venturi, McEwan, Maplethorpe and Husak. The Evaluation Committee will complete evaluation on Thompson & Winnecke and report back to the full board at the regularly scheduled October ETSB meeting. McEwan advised that Lake

County Finance requested a percentage for budgetary purposes only. Venturi instructed McEwan to advise finance to plug in 3.6% for budgetary purposes.

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Huffman	Yes	Maplethorpe	Yes	Steingart	Yes		

Motion Carries.

Motion McEwan, Second Husak to approve the 2016 IPTSA Conference – Line item 71500 not to exceed 5 people not to exceed \$550 per person. Motion Steingart, Second Maplethorpe to waive to the previous roll. Motion Carries.

Motion Husak, Second McKenzie to approve the 2017 ETSB Meeting Calendar – To move the July 4th date onto July 11th. Motion Carries.

Motion McKenzie, Second Steingart to approve ETSB office HVAC wall unit – Line item 73130 not to exceed \$5,000.00. Motion Gregory, Second Husak to waive to previous roll. Motion Carries.

INFORMATIONAL ITEMS – Mundelein is still having ongoing issues with STARCOM audio. It has been reported to Motorola and Starcom. Motorola is working to identify and resolve the situation. The Solacom Survivability device has been installed and is running at Lake County Sheriff's Office.

EXECUTIVE SESSION – None

NEXT MEETING DATE: Tuesday, October 4, 2016

Motion McEwan, second McKenzie to adjourn. There being no further business to discuss, the meeting was adjourned by Dato at 2:18 p.m.

Respectfully submitted,
Heather Natywa
Administrative Assistant