

# LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

November 7, 2017 ETSB Meeting Minutes

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

## **ROLL CALL:**

M. Botterman  
P. Fetherston  
S. Huffman  
K. Klahs  
J. Malcolm  
A. McEwan  
J. Steingart  
D. Venturi

## Absent:

C. Blanding – Excused  
J. Cokefair – Excused  
D. Dato - Excused  
D. Hare – Excused  
S. Husak – Excused  
S. Kurek – Excused  
J. Lang - Excused  
P. Maplethorpe – Excused  
K. McKenzie - Excused

## Staff:

S. Winnecke  
M. Fronk

## Guests:

D. Anderson- Lake Zurich  
J. Lee – Fox Lake  
M. VanStedum – Fox Lake  
B. Lueders – Radicom  
J. Arie – Barrington

**\*Due to a quorum of the ETSB Board not being present, no action to be taken on any agenda items. Discussion only\***

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** No action taken

**CORRESPONDENCE:** Letter from Libertyville ETSB and Antioch Police Department presented.

**TREASURER'S REPORT: Discussion** – Ending balance read into record \$1,739,476.64. McEwan inquired about the higher amount of expenses in the previous month. Winnecke advised this included the annual payment from ETSB to Lake County for the STARCOM radio system and payment for replacement MDCs.

**COMMITTEE REPORTS:**

**FINANCE: Approval of Vouchers – No action taken. Discussion** – Vouchers read into the record in the amount of \$255,034.50

**TECHNOLOGY:** No Report

**POLICY:** Venturi advised based on the information Winnecke provided from the salary increase survey the recommended overall salary increase for 2018 will be 3%. This consists of the approved 2.2% CPI and a .8% merit increase.

**CAD** – Next meeting is TBD at:  
Countryside Fire.  
801 Midlothian Rd., Mundelein

**COORDINATOR'S REPORT:** Defer to old & new business.

**ATTORNEY'S REPORT** – No report.

**OLD BUSINESS:**

**Advanced Consolidation Study Update** – McEwan stated Lake County has been going community by community to help with identifying next steps. To move forward, interested parties will need to provide data. Some participants may also need to hire their own project manager and then converge into the larger group.

**Deerfield/Bannockburn ETSB Merger** – No update.

**SQL CAD update** – Winnecke advised Telecommunicator SQL CAD training took place Oct 31, Nov 1, and Nov 2, 2017. Go live scheduled for week of January 15-19, 2018.

**Approval of annual raises for ETSB Staff budget line 51110** – Venturi recommended ETSB staff Winnecke and Franco receive 3% base salary increases for 2018. Additionally, with the extra tasks being performed due to the current staff shortage, Venturi recommended Winnecke receive a 5% stipend retroactive to July 1, 2017 and Franco receive a 5% stipend retroactive to October 1, 2017.

**Fox Lake ETSB/FoxComm and Cencom Joint ETSB 2012 9-1-1 call handling agreement** – Winnecke advised he is unaware of any letters that were sent, or meetings scheduled.

**ETSB Staff – Database Analyst position** – Winnecke advised he received the recommended salary ranges from McEwan as provided to her by Human Resources. McEwan advised the position seemed to fit into the S5 Lake County salary range. Venture advised to post the position at the mid-point of the S5 range.

**NEW BUSINESS** –

**INFORMATIONAL ITEMS – ETSB Board officer elections** – Winnecke advised elections for ETSB Board officer positions are held every 2 years in December. Dato emailed interest in nomination and continuing as Chairman; Venturi expressed his interest in nomination and continuing as Vice-chairman; Steingart acknowledged interest in nomination and continuing as Secretary. Board members were advised to notify ETSB staff if they were interested in nomination for an officer position.

**EXECUTIVE SESSION** – None

**NEXT MEETING DATE:** Tuesday December 5, 2017

**Motion McEwan, Second Lang to adjourn.** There being no further discussion, the meeting was adjourned at 1:35 p.m.

Respectfully submitted,  
Steven J. Winnecke  
911 Coordinator (Int.)  
Director of IT