

# LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

October 3, 2017 ETSB Meeting Minutes

The meeting was called to order by Chairman Dato, at 1:32 p.m. at the Lake County EOC 1303 N. Milwaukee Ave., Libertyville, IL.

## **ROLL CALL:**

J. Cokefair  
D. Dato  
S. Huffman  
S. Husak  
K. Klahs  
S. Kurek  
J. Lang  
A. McEwan  
K. McKenzie in at 1:37 p.m.  
J. Steingart  
D. Venturi

## Absent:

C. Blanding – Excused  
M. Botterman - Absent  
P. Fetherston – Excused  
D. Hare – Excused  
J. Malcolm – Excused  
P. Maplethorpe - Excused

## Staff:

S. Winnecke  
C. Franco  
M. Fronk  
S. Rice

## Guests:

J. Lee – Fox Lake  
A. Marrin – Fox Lake  
M. VanStedum – Fox Lake  
L. Stroberg – FoxComm  
B. Lueders – Radicom  
C. Hammarstrom – Radicom  
L. Kelly – Lake Zurich  
D. Hansen – Mundelein  
J. Arie – Barrington  
M. A. Glowacz – Deerfield  
T. Keane – Deerfield

G. Love – Lake County Sheriff  
R. Stachura – Great Lake Naval Station  
L. Berger - Cencom

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES: Motion Klahs, Second Steingart to approve the minutes of the September 5, 2017 regular meeting.** All in favor, Motion Carries. Discussion – Huffman advised he was present at the September. Minutes to be corrected.

**CORRESPONDENCE:** Petro resignation letter.

**TREASURER’S REPORT: Motion Lang, Second Cokefair to approve the September 2017 Treasurer’s report.** Discussion – None. Ending balance \$2,206,651.51.

**COMMITTEE REPORTS:**

**FINANCE - Motion McEwan, Second Kurek to approve payment of bills in the amount of \$679,141.31.** Discussion – None.

Roll Call:

Blanding	Absent	Hare	Absent	Lang	Yes	Steingart	Yes
Botterman	Absent	Huffman	Yes	Malcolm	Absent	Venturi	Yes
Cokefair	Yes	Husak	Yes	Maplethorpe	Absent		
Dato	Yes	Klahs	Yes	McEwan	Yes		
Fetherston	Absent	Kurek	Yes	McKenzie	Absent		

Motion Carries.

**TECHNOLOGY:** No Report

**POLICY – Motion Venturi, Second Steingart to approve an annual salary increase range of 2.2% – 4%.** Discussion - McEwan advised a salary increase survey from surrounding cities/municipalities was completed last year. Winnecke will obtain information and provide it to Venturi. Motion tabled.

**CAD –** Next meeting is September 8, 2017 at:

Countryside Fire.

801 Midlothian Rd., Mundelein

Discuss: SQL CAD and Response Areas

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

**ATTORNEY’S REPORT –** No report.

**OLD BUSINESS:**

**2018 Fiscal Budget – Motion Lang, Second Husak to approve 2018 fiscal budget.**

**Discussion** – None.

Roll Call:

Blanding	Absent	Hare	Absent	Lang	Yes	Steingart	Yes
Botterman	Absent	Huffman	Yes	Malcolm	Absent	Venturi	Yes
Cokefair	Yes	Husak	Yes	Maplethorpe	Absent		
Dato	Yes	Klahs	Yes	McEwan	Yes		
Fetherston	Absent	Kurek	Yes	McKenzie	Absent		

Motion carries.

**Advanced Consolidation Study Update** – McEwan stated group meeting was completed and identification of interested parties is in progress. The impact of ancillary tasks currently completed by dispatch centers is being addressed. McEwan also advised the meeting outlined what the expectations for data and policy makers is to come up with a plan. Dato requested input from Marrin, Village of Fox Lake who attended the meeting.

**ISP Deerfield/Bannockburn ETSB litigation** – Fronk advised case dismissed in August affirming the State 911 Administrators ruling. Deerfield had option to appeal.

**Deerfield/Bannockburn ETSB Merger** – Proposed agreement terms that may include a waiver must be approved by involved parties prior to entering JETSB. Maplethorpe has been working with State 9-1-1 Administrator on criteria.

**SQL CAD update** – Winnecke advised Telecommunicator SQL CAD training is taking place Oct 31, Nov 1, and Nov 2, 2017. Interfaces are being tested and map data is still being refined.

**Approval of annual raises for ETSB Staff budget line 51110** – Tabled

**Possible action on Fox Lake ETSB/FoxComm and Cencom Joint ETSB 2012 9-1-1 call handling agreement** – Dato stated the original 2012 call handling agreement was changed by the ICC moving certain population to the Fox Lake/FoxComm ETSB and Cencom Joint ETSB by mistake. Discussion ensued with Marrin, Fox Lake, indicating differing understanding on what opinion the State 9-1-1 Administrator made during review meetings. Agreement was made that all parties should meet to discuss further and will report back. Berger, Cencom, advised Cencom Joint ETSB is aware and will inquire on who will represent them in future meetings. Lee, Fox Lake, inquired about and requested copies of any previous meeting agenda and minutes. McEwan requested use of the policy that was instituted by Lake County to ensure communications are fair. Dato requested a motion authorizing him to send a letter to initiate meetings with Fox Lake/FoxComm ETSB and Cencom JETSB.

**Motion Venturi, second McEwan authorizing Dato to initiate a meeting via letter with Fox Lake/FoxComm ETSB and Cencom Joint ETSB.**

**Discussion** - None

Roll Call:

Blanding	Absent	Hare	Absent	Lang	Yes	Steingart	Yes
Botterman	Absent	Huffman	Yes	Malcolm	Absent	Venturi	Yes
Cokefair	Yes	Husak	Yes	Maplethorpe	Absent		
Dato	Yes	Klahs	Yes	McEwan	Yes		
Fetherston	Absent	Kurek	Yes	McKenzie	Yes		

Motion carries.

**NEW BUSINESS –**

**ETSB Staff** – Winnecke presented Database Analyst job description for review. Winnecke advised all required information was sent to Lake County Human Resources for a suggestion on a salary range but was notified of delays. Venturi inquired if any action could be taken without the salary range. Steingart recommended approval and hiring of the position pending the suggested salary range from Lake County Human Resources.

**Motion Steingart, Second Lang to approve hiring of ETSB Database Analyst position pending Lake County Human Resources salary suggestion.**

**Discussion** – Dato advised Winnecke to work with Venturi and include a couple of ETSB Board members on the hiring committee once the requested salary information is received from Lake County Human Resources and reviewed.

Roll Call:

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Botterman	Absent	Huffman	Yes	Malcolm	Absent	Venturi	Absent
Cokefair	Yes	Husak	Yes	Maplethorpe	Absent		
Dato	Yes	Klahs	Yes	McEwan	Yes		
Fetherston	Absent	Kurek	Yes	McKenzie	Yes		

Motion Carries.

**INFORMATIONAL ITEMS – None**

**EXECUTIVE SESSION – None**

**NEXT MEETING DATE:** Tuesday, November 7, 2017

**Motion McEwan, Second Lang to adjourn.** There being no further business to discuss, the meeting was adjourned by Dato at 2:35 p.m.

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