

LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

June 5, 2018 ETSB Meeting Minutes

The meeting was called to order by Chairman Dato, at 1:34 p.m. at the Lake County EOC 1303 N. Milwaukee Ave., Libertyville, IL.

ROLL CALL:

C. Blanding
M. Botterman
D. Dato
P. Fetherston
S. Husak
K. Klahs
S. Kurek
J. Lang
J. Malcolm
P. Maplethorpe
J. Steingart
D. Venturi

Absent:

J. Cokefair - Excused
D. Hare - Excused
S. Huffman - Excused
A. McEwan - Excused
K. McKenzie - Excused

Staff:

S. Winnecke
C. Franco
M. Nowakowski
M. Fronk

Guests:

M. Van Stedum – Fox Lake Police
L. Stroberg - FoxComm
D. Hansen – Mundelein Police
C. Buschick – Wauconda Fire
D. Geary – Wauconda Fire
J. Giacinto – Wauconda Fire
T. Keane – Deerfield Police
B. Lueders – Radicom

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion Klahs, Second Botterman to approve the minutes of the May 2018 regular meeting. Discussion – None Voice vote - All in favor, motion carries.

CORRESPONDENCE: None

TREASURER’S REPORT: Motion Steingart, Second Lang to approve the April 2018 Treasurer’s report. Discussion - None. Voice vote - All in favor, motion carries. Ending balance \$1,555,334.78.

Motion Lang, Second Steingart to approve the May 2018 Treasurer’s report. Discussion - None. Voice vote - All in favor, motion carries. Ending balance \$1,821,537.39.

COMMITTEE REPORTS:

FINANCE: No report.

Approval of Vouchers – Motion Venturi, Second Botterman to approve payment of bills in the amount of \$30,854.13. Discussion – None

Roll Call:

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

Motion carries.

TECHNOLOGY: No report.

POLICY: No report.

CAD: Next meeting is August 8, 2018 at:
Countryside Fire Station 1
801 Midlothian Rd., Mundelein
Discussion – SQL CAD

COORDINATOR’S REPORT: Winnecke advised in response to the question regarding ETSB paying Unemployment Insurance in the direct costs, the Unemployment Insurance Act; 820ILCS405/100-3200 states all entities pay unemployment insurance with minimal exceptions. The ETSB microwave switch upgrade has been completed. G1 Toughpad replacement is 90% complete. Currently ETSB is working with departments that do not use ETSB services to coordinate replacement of the final devices. Winnecke attended a conference call with FATPOT, MCETSB and Red Center on May 31st. Once contracts are signed between FATPOT, MCETSB and Red Center, work will begin to connect to the new CAD databases. MCETSB will be first

and then Red Center. Winnecke had a sit-down meeting with USDD at the ICC conference regarding some concerns and challenges of the USDD shared station alerting.

ATTORNEY’S REPORT: None.

OLD BUSINESS:

Advanced Consolidation Study Update – Dato advised the recommendation was made to create a 9-1-1 Consolidation Manager position. Depending on the response, an RFP may be needed to contract the position from a vendor. Dato shared the next 9-1-1 Consolidation Committee meeting is on June 13, 2018 at the Lake County Central Permit facility.

Deerfield/Bannockburn ETSB Merger – No update.

SQL CAD update – Winnecke advised the overall project plan was reevaluated to focus on the most time intensive tasks to provide the best data and experience to the end users. Currently the mapping is 90% complete. Nowakowski has coordinated extensive centerline validation and response area confirmation and modifications have taken place. Routing layer data has proven to be a challenge for surrounding counties and ETSB staff are working with BCS to obtain an areawide file. Husak asked about timeline for go-live. Winnecke advised the target go-live for SQL CAD will be October 2018.

Fox Lake ETSB/FoxComm and Cencom Joint ETSB 2012 9-1-1 call handling agreement – Dato advised the existing 2012 agreements are still in place and no action is expected at this time.

Proposed process to update Lake County “An Ordinance Providing for the Establishment of the Emergency Telephone System Board for the Lake County 9-1-1 Service Area and Setting Forth the Powers and Duties of Said Board” approved as amended May 14, 1996 by the Lake County Board. – McEwan absent. No update.

Riverwoods Request – No update. Awaiting response from Statewide 9-1-1 Administrator to Deerfield litigation.

Discussion reference Executive Director – Dato shared dependent on the speed of the consolidation process, an Executive Director position may be needed at the ETSB. Dato believes the ETSB will be involved as consolidation moves forward. Dato proposed drafting an Executive Director job description and asked the members if the position should be filled. Maplethorpe stated the ETSB is already short one staff member and agreed to the draft. Venturi commented the ETSB is operating efficiently and the Executive Director position may not be needed at this time. Venturi shared it might be beneficial to fill the staff vacancy with a technology position. Dato advised an Executive Director job description will be drafted and held for now. Dato, Lang and Fetherston will work on the draft. Lang suggests reaching out to NENA as a reference for existing job descriptions.

NEW BUSINESS:

Purchase of Panasonic Toughbooks and Dock adapters – Motion Steingart, Second Lang to approve purchase of 50 Panasonic CF-33 Toughbook computers and associated dock adapters from CDS Office Technologies, not to exceed \$185,850.00. Budget line item 84030. Discussion – Maplethorpe asked staff to check pricing from NIPSCO and Houston Galveston. **Motion Steingart, Second Lang to leave previous roll. Voice vote –** All in favor, motion carries

Previous Roll Call:

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

Winthrop Harbor IGA – Motion Lang, Second Klahs to approve an IGA between the Village of Winthrop Harbor, the Lake County ETSB and County of Lake to provide CAD services to Winthrop Harbor Police and Fire departments utilizing the Lake County ETSB shared CAD system. Discussion – Steingart inquired why ETSB is listed in the agreement as “Contractor”. Attorney Fronk advised this just references the parties and does not impact the agreement. Future agreements can be reviewed and modified as needed. Maplethorpe stated the ETSB should be able to enter into agreements without having to be approved by Lake County. Attorney Fronk shared based on previous Attorney General opinions, the ETSB is a component of Lake County and the County executes IGAs on the ETSB’s behalf. **Motion Steingart, Second Lang to leave previous roll. Voice vote –** Maplethorpe - No

Roll Call:

Blanding	Yes	Hare	Absent	Lang	Yes	Steingart	Yes
Botterman	Yes	Huffman	Absent	Malcolm	Yes	Venturi	Yes
Cokefair	Absent	Husak	Yes	Maplethorpe	No		
Dato	Yes	Klahs	Yes	McEwan	Absent		
Fetherston	Yes	Kurek	Yes	McKenzie	Absent		

Motion carries.

Auction – Motion Steingart, Second Blanding to surplus and auction provided list of out of service ETSB equipment using Obenauf Auction Service’s online auction. Discussion - None

Roll Call:

Blanding	Yes	Hare	Absent	Lang	Yes	Steingart	Yes
Botterman	Yes	Huffman	Absent	Malcolm	Yes	Venturi	Yes

Cokefair	Absent	Husak	Yes	Maplethorpe	Yes
Dato	Yes	Klahs	Yes	McEwan	Absent
Fetherston	Yes	Kurek	Yes	McKenzie	Absent

Motion carries.

INFORMATIONAL ITEMS: None.

EXECUTIVE SESSION: None

NEXT MEETING DATE: Tuesday July 10, 2018

Motion Lang, Second Husak to adjourn. Voice vote – All in favor. There being no further discussion, the meeting was adjourned at 2:12 p.m.

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