

LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

December 4, 2018 ETSB Meeting Minutes

The meeting was called to order by Chair Dato, at 1:33 PM. at the Lake County EOC 1303 N. Milwaukee Ave., Libertyville, IL.

ROLL CALL:

C. Buschick
R. Chiarello
D. Dato
S. Huffman
S. Husak
K. McKenzie
J. Steingart
D. Venturi

Absent:

R. Carani - Excused

Staff:

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

Guests:

D. Hansen – Mundelein Police
B. Lueders – Radicom
J. Hawkins – 9-1-1 Consolidation Project

PUBLIC COMMENT: None

ETSB OFFICER ELECTIONS: Winnecke advised letters of interest were received from member Dato for Chair, member Venturi for Vice-Chair, and member Steingart for Secretary.

Motion McKenzie, Second Husak to open floor for additional nominations. Additional nominations open, no additional made. **Motion Steingart, Second McKenzie to close additional nominations. Motion Husak, second Huffman to elect ETSB officers as presented. Discussion – None.**

Roll Call:

Buschick	Yes	Dato	Yes	McKenzie	Yes
Carani	Absent	Huffman	Yes	Steingart	Yes
Chiarello	Yes	Husak	Yes	Venturi	Yes

Motion carries.

APPROVAL OF MINUTES: Motion Huffman, Second Husak to approve the minutes of the November 2018 regular meeting. Discussion – None Voice vote – 6 in favor, 2 abstained, motion carries.

CORRESPONDENCE: None

TREASURER’S REPORT: Motion McKenzie, Second Steingart to approve the November 2018 Treasurer’s report. Discussion - None. Voice vote - All in favor, motion carries. Ending balance \$2,792,689.14.

COMMITTEE REPORTS:

FINANCE: No report.

Approval of Vouchers – Motion McKenzie, Second Huffman to approve payment of bills in the amount of \$82,726.23. Discussion – None

Roll Call:

Buschick	Yes	Dato	Yes	McKenzie	Yes
Carani	Absent	Huffman	Yes	Steingart	Yes
Chiarello	Yes	Husak	Yes	Venturi	Yes

Motion carries.

TECHNOLOGY: No report.

POLICY: No report.

CAD: Next meeting is TBD at:
Countryside Fire Station 1
801 Midlothian Rd., Mundelein
Discussion – SQL CAD implementation

COORDINATOR’S REPORT: No report

ATTORNEY’S REPORT: Fronk advised ETSB bylaws should be reviewed.

OLD BUSINESS:

Advanced Consolidation Study Update – Hawkins advised the project is currently in the data collection phase. Surveys are being completed.

SQL CAD update – Winnecke advised the location validations were submitted to EnRoute. Interfaces are being worked on and tested. Fire responses are almost complete for most agencies and departments will be asked to sign off, so an implementation date can be investigated.

Discussion reference Executive Director – McKenzie requested volunteers to assist in a job description. Members agreed an ETSB position should be filled to obtain full staffing.

Approval of annual merit increases for ETSB staff, budget line item 51110 – Motion McKenzie, second Huffman to approve 1.5% merit salary increase for ETSB staff

Discussion – Venturi advised at the November 2018 ETSB meeting, a COLA increase of 2.5% was approved. Venturi shared ETSB policy addresses annual salary increases in two parts, COLA and merit; this motion is addressing the merit increase. Chiarello inquired how the merit increase is determined. Venturi shared with the ETSB office having a small staff, the annual merit increase has been determined based on the Lake County annual salary increase survey and ETSB performance.

Roll Call:

Buschick	Yes	Dato	Yes	McKenzie	Yes
Carani	Absent	Huffman	Yes	Steingart	Yes
Chiarello	Yes	Husak	Yes	Venturi	Yes

Motion carries.

INFORMATIONAL ITEMS: McKenzie advised a Starcom update will take place in the next two weeks.

EXECUTIVE SESSION: None

NEXT MEETING DATE: Tuesday January 8, 2019

Motion Steingart, Second Husak to adjourn. Voice vote – All in favor. There being no further discussion, the meeting was adjourned at 2:07 PM.

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