

# LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

October 6, 2020 ETSB Meeting Minutes

The remote meeting was called to order by Chair Dato at 1:31 PM via Zoom in accordance with revised provisions of the Open Meetings Act.

Pursuant to Section 7(e) of the Illinois Open Meetings Act, Gubernatorial Disaster Proclamation, and the Determination of the Lake County Emergency Telephone System Board Chair, this meeting was held via audio and video conference.

## ROLL CALL:

C. Buschick  
D. Dato  
S. Husak  
B. Malkov  
K. McKenzie  
J. Steingart  
D. Venturi

Absent:

R. Carani – Excused

Staff:

S. Winnecke  
K. McGill  
M. Nowakowski  
C. Franco

Others present:

D. Storelli – Motorola Solutions

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:** Motion McKenzie, second Malkov to approve the minutes of the September 2020 regular meeting. Discussion – None.

Roll Call:

Buschick	Yes	Husak	Yes	Steingart	Yes
Carani	Absent	Malkov	Yes	Venturi	Yes
Dato	Yes	McKenzie	Yes		

Motion carries.

**CORRESPONDENCE:** None.

**TREASURER’S REPORT:**

**Approval of Treasurer’s Report – Motion McKenzie, second Steingart to approve September 2020 Treasurer’s Report with ending balance of \$6,926,770.24. Discussion – None.**

Roll Call:

Buschick	Yes	Husak	Yes	Steingart	Yes
Carani	Absent	Malkov	Yes	Venturi	Yes
Dato	Yes	McKenzie	Yes		

Motion carries.

**COMMITTEE REPORTS:**

**FINANCE:**

**Approval of Vouchers – Motion Venturi, second Husak to approve payment of bills in the amount of \$97,924.82. Discussion – None.**

Roll Call:

Buschick	Yes	Husak	Yes	Steingart	Yes
Carani	Absent	Malkov	Yes	Venturi	Yes
Dato	Yes	McKenzie	Yes		

Motion carries.

**TECHNOLOGY:** No report.

**POLICY:** No report.

**EXECUTIVE DIRECTOR’S REPORT:**

Winnecke advised the Central Square Portal Hub is currently in development. ETSB CAD data and Lake County Sheriff’s CAD data is moving to it. ETSB will reach out to McHenry County ETSB and Vernon Hills ETSB to move forward with the configuration of their data. Nowakowski has diligently been working with them regarding the mapping data. Winnecke advised due to state statue, McGill has completed around twelve hundred expungements which allocates about eighty percent of her workload. The ETSB microwave network equipment move at Vernon Hills has been completed. The Libertyville tower is to be aligned on Wednesday, October 7, 2020. Winnecke advised ETSB staff has continued to work in the office at fifty percent capacity. Winnecke is working with Chief Husak regarding using a workspace at Lake

Zurich Police Department. This would allow ETSB Staff to be in office full time at two locations.

**ATTORNEY’S REPORT:** None.

**BUSINESS:**

**Advanced Consolidation Update** – Dato advised he signed the 9-1-1 Consolidation Agreement Continuance per approval of the ETSB Board. The CAD procurement process is still ongoing.

**Approval of Audit – Motion Venturi, second Malkov to approve Chair Dato to approve the FY2020 Audit. Discussion** – None.

Roll Call:

Buschick	Yes	Husak	Yes	Steingart	Yes
Carani	Absent	Malkov	Yes	Venturi	Yes
Dato	Yes	McKenzie	Yes		

**Approval of Budget – Motion Husak, second Steingart to approve the FY2021 Budget.**

Winnecke advised there will be an eight percent revenue reduction in the 9-1-1 Surcharge money going into effect on January 1, 2021. An increase was made in the Salary/Wages line of the budget to accommodate the hiring of one more ETSB staff member to support the 9-1-1 consolidation efforts. An increase was made to the Consulting line in anticipation of needing a consultant in shared cost with the consortium agencies. Trips and Training has been decreased due to limited travel. The Data/Telecom line has been reduced due to negotiations with Verizon and other vendors. The Next Gen Technology line has been reduced due to the FATPOT Portal Hub project being accounted for in last year’s budget. Interest revenues have been increased due to having a higher balance. At the end of this fiscal year the estimated surplus is \$1,233,411. At the next fiscal year, \$25,042 is projected in a surplus of revenues.

**Discussion** – Husak asked what the new position at ETSB would entail. Winnecke advised this role would be a technical position with a focus on server experience. Husak asked if additional staffing is required to handle the expungement process. Winnecke indicated if staffing stays the same a part time position would be appropriate to take over some of the admin duties to allow McGill to focus on expungements in addition to her expanding technical role. Steingart asked if the responsibility is solely on ETSB regarding expungements. Winnecke stated that because it is a back-end CAD SQL database process with McGill making modifications to the system, it is ETSB’s responsibility.

Roll Call:

Buschick	Yes	Husak	Yes	Steingart	Yes
Carani	Absent	Malkov	Yes	Venturi	Yes
Dato	Yes	McKenzie	Yes		

**Approval of Panasonic CF-33 and Dock Adapter Purchase – Motion McKenzie, second Venturi to approve purchase of 50 Panasonic Cf-33LE-02VM tablets and 35 Panasonic CF-**

**VVK332M dock adapters from CDS Office Technologies not to exceed \$167,500.00. Budget line 84030. Discussion – None.**

Roll Call:

Buschick	Yes	Husak	Yes	Steingart	Yes
Carani	Absent	Malkov	Yes	Venturi	Yes
Dato	Yes	McKenzie	Yes		

**INFORMATIONAL ITEMS:** None.

**NEXT MEETING DATE:** November 10, 2020 1:30 PM

**Adjournment of meeting** – The meeting was adjourned by Chair Dato at 1:58pm.

Respectfully submitted,  
Katie McGill  
Admin/Tech Assistant