

# LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

November 10, 2020 ETSB Meeting Minutes

The remote meeting was called to order by Chair Dato at 1:30 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  
R. Carani  
D. Dato  
S. Husak  
B. Malkov  
K. McKenzie – Entered meeting at 1:46 PM  
J. Steingart  
D. Venturi

Absent: None

## Staff:

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

Others present: None

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES: Motion Venturi, second Steingart to approve the minutes of the October 2020 regular meeting. Discussion** – Carani stated he found an error in the roll call portion of the minutes in which he was marked present and absent and was not in attendance. Winnecke advised this will be corrected.

## Roll Call:

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

Motion carries.

**CORRESPONDENCE:** None.

**TREASURER’S REPORT:**

**Approval of Treasurer’s Report – Motion Malkov, second Husak to approve October 2020 Treasurer’s Report with ending balance of \$7,135,913.54. Discussion – None.**

Roll Call:

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

Motion carries.

**COMMITTEE REPORTS:**

**FINANCE:**

**Approval of Vouchers – Motion Steingart, second Carani to approve payment of bills in the amount of \$212,199.83. Discussion – None.**

Roll Call:

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

Motion carries.

**TECHNOLOGY:** No report.

**POLICY:** No report.

**EXECUTIVE DIRECTOR’S REPORT:**

Winnecke advised ETSB continues to work on the Central Square CAD to CAD Hub connections. The project is moving forward on track with ETSB and Lake County CADs feeding data, McHenry County being finalized and Vernon Hills in development.

**ATTORNEY’S REPORT:** None.

**BUSINESS:**

**Advanced Consolidation Update** – Dato stated the Motorola follow-up demonstration was presented today. This demonstration included a presentation from their client in Will County. Follow-up demonstrations will be presented from Tyler and Central Square next week. The technology group will rank the demonstrations. The executive RFP group will then have discussion regarding the determinations of CAD vendors.

**Approval 2021 ETSB Meeting Calendar – Motion Venturi, second Malkov to approve the 2021 ETSB meeting calendar. Discussion** – None.

Roll Call:

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

Motion carries.

**Employee Reclassification – Motion Venturi, second Steingart to approve the reclassification of K. McGill to IT 5 salary range, budget line 51110.** Winnecke stated K. McGill’s role has expanded into the technology role greatly. This includes SQL scripting, mobile applications, CAD applications, and making modifications to the programming of the CAD. Moving K. McGill into this salary range would give her a \$2,874.10 annual salary raise which equates to about 6.6%. If approved, she would not be included in the COLA and merit raise motion.

**Discussion** – Venturi stated he agrees with this reclassification. Malkov stated he agrees that K. McGill’s role is technology related, therefore this reclassification is appropriate.

Roll Call:

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

Motion carries.

**Information Technology Manager – Motion Malkov, second Husak to approve the discussion and possible action to post Information Technology Manager position.** Winnecke advised due to new technologies being implemented there has been an increase in workload for ETSB staff, which will continue to increase with the consolidation. The wages of this position were included in the 2021 budget. This position would be under the Executive Director and would oversee the technology systems of ETSB. This position would fall into the salary range of M-IT 9, which would be a starting range of \$76,688.81.

**Discussion** – Malkov stated this would benefit the ETSB and allow S. Winnecke to focus on his Executive Director duties. McKenzie expressed his appreciation for S. Winnecke’s hard work and agrees that as the consolidation moves forward, adequate staffing is necessary. Winnecke requested a panel of at least two ETSB board members for the hiring process.

Roll Call:

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

Motion carries.

**Infor/EnRoute CAD to CAD Interface – Motion Buschick, second Malkov to approve the purchase of Infor/EnRoute CAD to CAD interface and professional services not to exceed \$31,890.00. Budget line 85070.** Winnecke advised this purchase would allow the EnRoute side of the interface to communicate bi-directionally.

**Discussion** – None.

Roll Call:

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

Motion carries.

**2021 ETSB Staff Wages – Motion Venturi, second Steingart to approve an annual COLA increase of 1.5% for S. Winnecke, C. Franco, and M. Nowakowski. Budget line 51110.**

**Discussion** – None.

Roll Call:

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

Motion carries.

**2021 ETSB Staff Wages – Motion Venturi, second McKenzie to approve an annual merit increase of 1.5% for M. Nowakowski. Budget line 51110. Discussion** – None.

Roll Call:

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

Motion carries.

**2021 ETSB Staff Wages – Motion Venturi, second McKenzie to approve an annual merit increase of 2% for S. Winnecke. Budget line 51110. Discussion – None.**

Roll Call:

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

Motion carries.

**INFORMATIONAL ITEMS:**

**Officer Elections** – Dato advised anyone interested in any office needs to send the letter of interest to S. Winnecke. The nominees will be announced at the December 2020 ETSB Board Meeting.

**EXECUTIVE SESSION:**

**Executive Session – Motion Steingart, second Carani to move to executive session. Discussion – None.**

Roll Call:

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

Motion carries.

**NEXT MEETING DATE:** December 1, 2020 1:30 PM

**Adjournment of meeting** – The meeting was adjourned by Chair Dato at 2:20 PM.

Respectfully submitted,  
Katie McGill  
Admin/Tech Assistant