

LAKE COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

November 2, 2021, 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:

A. Becker
C. Buschick
R. Carani
D. Dato
S. Husak
B. Malkov
K. McKenzie
D. Venturi

Absent:

J. Paulus

Staff:

S. Winnecke
K. Rayome
M. Nowakowski
C. Franco
T. Urban

Others present:

L. Szafran – FoxComm
L. Maraviglia – Hawthorn Woods Police

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Motion Malkov, second McKenzie to approve the minutes of the October 2021 regular meeting. Discussion – None.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

CORRESPONDENCE: None.

TREASURER’S REPORT:

Approval of Treasurer’s Report – Motion Carani, second McKenzie to approve October 2021 Treasurer’s Report with ending balance of \$12,303,555.00. Discussion – None.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

COMMITTEE REPORTS:

FINANCE:

Approval of Vouchers – Motion Husak, second Malkov to approve payment of bills in the amount of \$512,021.03. Discussion – None.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

TECHNOLOGY: No report.

POLICY: No report.

EXECUTIVE DIRECTOR’S REPORT: Winnecke advised the NextGen ESI Net implementation has begun. This implementation transitions the copper legacy circuits to ethernet. Two conversations have taken place regarding additional PSAPs coming onto the shared system. A representative from Infor went on ride-alongs with various departments to address the EnRoute Mobile issues. A report of the findings is to be presented at the weekly Mundelein CAD user group meeting this afternoon.

ATTORNEY’S REPORT: No report.

BUSINESS:

Advanced Consolidation Update – Dato stated there is no update.

Tyler CAD/Mobile Project Update – Winnecke stated a draft implementation plan has been received. Due to the hardware delays, the estimated go-live time frame is mid-2023. Servers are racked and one side of the CAD/RMS/JMS/Mobile is configured, minus the custom settings needed from Tyler. The network continues to be built. Malkov agreed with Winnecke’s update.

FY2020 Audit – Motion Venturi, second McKenzie to approve the FY2020 Audit.

Discussion – None.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

FY2022 Budget – Motion Malkov, second Venturi to approve the FY2022 Budget.

Discussion – Winnecke stated there was an increase in Personnel Services to accommodate employee benefits, an increase in Consulting to cover the contract with Crowe for the Tyler Shared CAD project, and an increase in Motor Vehicles for the purchase of a new ETSB vehicle. 9-1-1 surcharge revenues are expected to stay consistent with 2021. There is a reduction in the CAD User Fee revenue due to an agency moving dispatch services. \$5,000,000 has been reserved in capital funds for the Advanced 9-1-1 Consolidation. Malkov asked if money can be invested. Winnecke stated the money must be held with the Treasurer’s Office and cannot be distributed into investment funds. Carani asked if the ETSB vehicle purchase price reflects used or new. Dato stated the estimated amount is based on a state contract vehicle.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

2022 ETSB Staff Wages – Motion Venturi, second McKenzie to approve an annual COLA increase of 5.4% for all ETSB staff, annual merit raises of 2.5% for S. Winnecke, C. Franco, M. Nowakowski, and K. Rayome, and an annual merit raise of 1.5% for T. Urban.

Discussion -Member discussion occurred regarding which CPI is normally used to determine COLA raises. Carani expressed concerns that the COLA percentage seems high compared to the PTELL CPI used within his own agency. McKenzie stated he reviewed the social security COLA

which was stated as 5.9%. Dato asked Venturi for clarification regarding the CPI. Venturi reviewed the policy and stated the CPIU is the number to be used according to the current policy. Buschick asked when the COLA policy was adopted. Venturi stated the policy was adopted in 2015. Winnecke stated he would send the policy out to all board members. Carani stated he would join the policy working group with Venturi.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

ETSB Fiber Cable Installation at Lake County Administration Building – Motion Buschick, second McKenzie to approve the purchase of materials and installation services with Kace Communication LLC, of Gurnee, IL for fiber network cabling at the Lake County Administration building in Waukegan not to exceed \$13,996.00. Budget line 85070. Discussion – None.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

Panasonic CF-VEK333LMP Premium Keyboards and Havis Docks Purchase – Motion Malkov, second Buschick to approve the purchase of 25 Panasonic CF-VEK333LMP Premium Keyboards and 25 Havis HA-33LDS0 Docks with power supplies from CDS Office Technologies not to exceed \$32,475.00 Budget line 84030. Discussion – Malkov stated his users have been satisfied with the premium keyboards.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

Approval of 2022 ETSB Meeting Calendar – Motion McKenzie, second Buschick to approve the 2022 ETSB meeting calendar. Discussion – McKenzie asked all board members review the calendar to avoid any changes mid-year.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

Asset Removal – Motion Malkov, second Buschick to approve the declaration of surplus of end-of-life and out of service assets as presented. Discussion – None.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

Illinois State Police NG911 Letter of Agency – Motion Venturi, second McKenzie for approval of Chair to sign Illinois State Police NG911 Letter of Agency and authorize Executive Director to coordinate implementation of NG911 services. Discussion – Dato stated this letter allows the State to work with AT&T on ETSB’s behalf as a user. This approval would allow Winnecke to coordinate with AT&T and the Statewide 9-1-1 Administrator Office.

Roll Call:

Becker	Yes	Dato	Yes	McKenzie	Yes
Buschick	Yes	Husak	Yes	Paulus	Absent
Carani	Yes	Malkov	Yes	Venturi	Yes

Motion carries.

INFORMATIONAL ITEMS: None.

NEXT MEETING DATE: December 7, 2021, 1:30 PM

Adjournment of meeting – With all business being complete, the meeting was adjourned by Chair Dato at 2:50 PM.

Respectfully submitted,
Katie Rayome
Admin/Tech Assistant