

## COMMUNICATIONS CENTER BOARD

Meeting minutes from March 27, 2018  
Held in the Macomb Police Department Training Room

### **Communications Board Members present:**

Scott Schwerer, Comm. Bd. Chair, McDonough County Bd.  
Mayor Inman, Comm. Bd. Vice Chair  
Ben Thompson, Comm. Bd. Secretary, McDonough County Mutual Aid  
Chief Curt Barker, Comm. Bd. Treasurer, Macomb PD  
Tom Clark, ETSB Chairman  
Sheriff Rick VanBrooker, McDonough County

### **Communications Board Members absent:**

None

### **Also present:**

Jessica Shoopman, Director  
Dave Bland, Assistant Director  
Jeanette Moon, Administrative Assistant  
David Estes

Scott Schwerer called the meeting to order at 4:02 p.m.

A motion to approve the minutes from March 27, 2018 was made by Tom Clark seconded by Mayor Inman and was approved by voice vote.

A motion to approve the claims was made by Chief Barker seconded by Tom Clark and were approved by roll call vote with six (6) yes votes.

### **Treasurer Reports:**

The total income received in February was \$37,510.65. The expenses were \$50,861.45. Jessica noted she was informed of an error in bookkeeping from the County Clerk's office in regards to the payroll benefits for December. Those numbers have been adjusted. A motion to approve the Treasurer's report was made by Tom Clark seconded by Mayor Inman.

### **Old Business**

#### **Staff Update:**

Pamela Gray gave her resignation this afternoon. She stated this is more than she had expected. We really need a better plan. We can't get people to even apply. Dave put together some numbers: putting someone through 400 hours of training at \$9.50 per hour is about \$3,800; \$2.50 per hour to the trainer is another \$1,000; Power Phone certification and EMD licensing is \$750; that's \$5,550 we are investing in someone before they even start. We pay part timer's \$13.00 an hour. A couple people who used to work here said they'd come back if we could offer \$15-\$16 per hour. We could do this

and not hurt our budget. On the other side, would we be better to hire a full time person? The starting salary coming up in December 2018 will be just over \$33,000 not including benefits. If we continue to talk about another county, this is something we need to keep in mind. And possibly something to keep in mind as a solution toward our current staffing problem.

Mayor Inman made a motion with Chief Barker giving the second to increase training pay to \$11 per hour and the part time rate to \$15 per hour, this was approved with a voice vote.

**Strategic Planning Committee report:**

Chief Barker presented the minutes from the last committee meeting. He highlighted the objectives of the four goals which have been outlined. A copy of those minutes will be filed with these minutes. Chief Barker noted this is basically a five year plan we are looking toward.

**Discuss & approve Lifeguard contract for service:**

We'd like to move this to next month. Kristen Petrie, the City Attorney, has reviewed the contract and added some wording. The draft returned to us by Lifeguard had that wording removed. Jessica questioned this but the person who needed to look over the changes was not able to as he was on the road and not able to speak with his legal team before today's meeting.

**New Business**

**Elect Officers:**

Historically we have done a rotation of the Chairman and Vice Chairman roles. The Board expressed their wishes to continue to do the same. Chief Barker made the motion and Tom Clark gave the second to nominate Mayor Inman as the Chairman and Tom Clark as the Vice Chairman, this was approved by voice vote.

**Discuss & approve Telecommunications Week activities April 8-14:**

Telecommunications Weeks is April 8<sup>th</sup> – 14<sup>th</sup>. We typically give Chamber of Commerce gift certificates. Dave has also found a new option of giving a Visa Gift Card and thought this might be a nice idea especially since Walmart no longer takes the Chamber gift certificates. We usually give the full time employee's \$50 each. Scott Schwerer felt the Chamber Gift Certificates would still be the better choice because the Visa cards could be used outside of the county. He'd like to see the money being spent locally. Sheriff VanBrooker made the motion with Tom Clark giving the second to purchase the \$50 Chamber of Commerce gift certificates per employee, this was approved by voice vote.

**Public Comment**

None

The next meeting is April 24, 2018 directly following the ETSB meeting which starts at 3:00pm.

**Executive Session**

A motion was made to enter into executive session by Mayor Inman pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2 (C) Sec. 2 (C) (1) to consider the appointment, employment, compensation, discipline, performance or dismissal of an employee of the public body or legal counsel for the public body, Sheriff VanBrooker gave the second and a roll call vote was taken. The motion passed with six (6) yeas and zero (0) nays from the Communications Board. The meeting was closed at 4:37.

The meeting was re-opened at 5:28.

A motion to adjourn the meeting was made by Sheriff VanBrooker seconded by Tom Clark and was approved by voice vote.

The meeting adjourned at 5:28 pm.

Jeanette Moon  
Recording Secretary  
Administrative Assistant  
McDonough County 911