

MCDONOUGH-SCHUYLER JOINT ETSB

Meeting minutes from December 18, 2018, 2018 at 3:00pm

Held in the Macomb Police Department Training Room

ETSB Members present:

Suzette Rice, Vice Chair
Ben Thompson, Mutual Aid, Secretary
MPD Chief Curt Barker, Treasurer
Chris Cunningham, McDonough Dist. Hospital
Brad Dutton, Schuyler County Citizen at Large
Chet Esther, Schuyler County Board Chairman

BPD Chief Joe Fosdyck
MFD Chief JR Hyde
MCSO Sheriff Nick Petitgout
Edgar Rodriguez, McDonough County ESDA
Scott Schwerer, McDonough County Board

ETSB Members absent:

Tom Clark, Chairman
David Estes, Mutual Aid
Mike Hardy, Schuyler County ESDA/EMS
Michelle Hite, Mutual Aid

Also present:

Eric Lenardt, Interim Director
Jeanette Moon, Administrative Assistant
George Dixon, McDonough County Board Chairman

Chair Suzette Rice called the meeting to order at 3:00pm.

Suzette introduced Chet Esther to the Board. He will take Max McClelland's place on the Board for Schuyler County.

A roll call attendance was taken, 11 of the 15 members were present.

Scott Schwerer moved with second by Sheriff Petitgout to approve the minutes from November 27, 2018 and December 6, 2018, motion carried with a voice vote.

Chief Barker moved with second by Sheriff Petitgout to approve the claims, motion carried with a roll call vote of 11 yes and 4 absent.

Treasurer report:

The report of income and expenses was given to the members. This is the end of the year report. The total income for November was \$60,689.09. The total expenditures were \$87,282.00. Jeanette reminded everyone the October expenses are also showing in the November totals because they were not posted in the month of October. Chief Barker moved with the second by Sheriff Petitgout to approve the Treasurer's report. Chet asked why do we have such a large balance in checking, is there a better place to put the money? Jeanette answered we did have a plan in place to invest in CD's when our balance reached a certain amount. That ended when the rates CD's were paying got very low. She will contact the County Treasurer and ask her to look into some CD rates. The motion carried by voice vote.

Old Business-

Discuss and approve AC unit Installation expense:

The State 911 Administrator said this expense should be shared because both boards use the equipment in the room. The expense for the unit should be shared between the ETSB and the Communications Board. Our half is \$3,998.50. Chief Barker moved with second by Sheriff Petitgout to pay the \$3,998.50 for the AC Unit and the installation, motion carried with a roll call vote of 11 yes and 4 absent.

Discuss and Approve Directors' procurement policy/procedure:

We have discussed needing a policy for the Center in the past. Eric found an existing policy and he had adapted it to fit our Center. This is a draft and still a work in progress. Scott mentioned on page 2 he feels the second item under Types of Purchases should read Budgeted Purchases. Discussion ensued over the two paragraphs called Sealed Quotes and Formal Bidding – Applies to Improvement Projects Over \$25,000 and if they were both needed in this policy. Eric will continue to work on this. He also intends on taking this to the Communications Board and wants to have on uniform policy that both Boards can agree to which the Director can follow in the future.

New Business

IT services update:

It has been a very busy nine days. Eric has about twelve pages of notes from TimbukTech about some of the work they have performed. They have logged 66 ½ hours and had we not been under contract with them, at the rate of \$115/hour, that would be \$7647.00. The day after we approved the contract they installed their local backup and had us protected. Some of the main things discovered are:

- The exchanger server had not had a software update or patch applied in 10 years, nor did it have a valid SSL (security) certificate installed.
- The Cushing server has never had a software update or patch applied since installation.
- The Cushing server was 62% fragmented, a defragmentation was never done.
- The firewall was configured incorrectly. This left us open to a brute force attack on 12/17/18. This caused the Cushing server to crash at 3:30am. We endured over 16,000 log in attempts from across the United States in an 8-hour period.

TimbukTech has corrected all issues.

Executive Session

No executive session was held.

Public Comment

None

The next meeting is January 29, 2019 at 3:00pm in the Macomb Police Department Training Room.

Brad Dutton moved with second by Chief Barker to adjourn, motion carried with a voice vote.

The meeting adjourned at 3:37pm.

Jeanette Moon
Recording Secretary
Administrative Assistant
McDonough County 911