

COMMUNICATIONS CENTER BOARD

Meeting minutes from September 25, 2018
Held in the Macomb Fire Department Training Room

Communications Board Members present:

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

Communications Board Members absent:

none

Also present:

Jessica Shoopman, Director
Jeanette Moon, Administrative Assistant
David Estes

Mayor Inman called the meeting to order at 3:30 p.m.

A motion to approve the minutes from August 28, 2018 was made by Sheriff Petitgout seconded by Scott Schwerer and was approved by voice vote.

A motion to approve the claims was made by Scott Schwerer seconded by Sheriff Petitgout and were approved by roll call vote with six (6) yes votes.

Treasurer Reports:

The total income received in August was \$63,776.76. The expenses were \$56,362.22. The income received for September is \$31,313.73. The expenses for September are at \$23,831.34. A motion to approve the Treasurer's report was made by Sheriff Petitgout seconded by Tom Clark and was approved by voice vote.

Old Business

Staff Update:

We have released the trainee. We found he was not able to comprehend what was being said to him and was asking to have it repeated to him multiple times. The pre-employment software we purchased last month has turned out to be very beneficial. We set a benchmark score with three of our dispatchers taking the test first. We have tested a total of 21 applicants, two passed all of the modules.

Our two current trainees are both doing well, Nicholle has finished her PowerPhone certifications. Jayson is moving quickly through his training, having been a dispatcher in

Warren County. Jessica has one more person to test tomorrow who also has previous dispatching experience.

Discuss FY19 Budget:

The board was given a copy of the FY19 draft budget. Jessica noted the following points: The full time and part time line was increased based off of the negotiated contract amount and to include four sign on bonuses. The Contractual line is up slightly to include the Criticall and Website support. Jessica stated the benefits a rough estimate as in years past, Beth was always able to give her some numbers, but this year Jessica had to figure these numbers based off of previous months rather than looking ahead.

The line to take note of is the Miscellaneous Expense line with a budgeted amount of \$50,000. At last months' meeting the board asked Jessica to present a list of hardware that was nearing its end of life and needing to be replaced. Both the File Server and Exchanger Server are near their end of life and should be replaced soon. Jessica presented a handout detailing a proposal for a Virtualization Hosting System which would be completed in three phases. The entire project is estimated to cost about \$41,119.80. These funds could be taken out of the reserve funds instead of increasing the miscellaneous expense line to include this expense which would in turn keep the contributing amount for each entity lower than the projected \$311,491. The handout will be filed with these minutes.

New Business

None

Public Comment

None

The next meeting is October 30, 2018 directly following the ETSB meeting which starts at 3:00pm.

Executive Session

A motion was made to enter into executive session by Scott Schwerer 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, and pending or probable litigation, pursuant to Sec. 2(c) (11), Sheriff Petitgout gave the second and a roll call vote was taken. The motion passed with five (5) yes votes and zero (0) no votes from the Board.

The meeting was closed at 3:53.

The meeting was re-opened at 4:34

A motion was made by Sheriff Petitgout, seconded by Chief Barker not to renew the Executive Directors' contract which will end November 30, 2018 and was approved by voice vote.

Motion made by Sheriff Petitgout, seconded by Ben Thompson to adjourn meeting at 4:36pm and was approved by voice vote.

Jeanette Moon
Recording Secretary
Administrative Assistant
McDonough County 911