

COMMUNICATIONS BOARD

Meeting minutes from September 25, 2019,
Held in the Macomb Police Department Training Room

Communications Board Members present:

George Dixon Comm. Bd. Chair, McDonough County Bd.
Mayor Inman, Comm. Bd. Vice Chairman
Ben Thompson, Comm. Bd. Secretary, McDonough County Mutual Aid
Chief Curt Barker, Comm. Bd. Treasurer, Macomb PD
Sheriff Nick Petitgout, McDonough County

Communications Board Members absent:

None

George Dixon called the meeting to order at 3:40pm.

A roll call attendance was taken; All 5 members were present.

Sheriff Petitgout moved with second by Chief Barker to approve the minutes from July 30, 2019, motion carried with a voice vote.

Mayor Inman moved with second by Sheriff Petitgout to approve the claims, motion carried with a roll call vote of 5 yes and 0 no votes.

Treasurer Reports:

The report of income and expenses was given to the members. Jeanette recapped the month end numbers for August for the board. The total income was \$61,967.72 and the total expenses were \$66,190.95. September is not complete yet and only has one payroll showing in the expenses. Sheriff Petitgout moved with second by Chief Barker to approve the Treasurer's report, motion carried with a voice vote.

Old Business

Staff update:

We are currently operating with seven full timers and we have two full timers in training. We are down to two part timers. Right now we are focusing on getting people trained for full time positions.

IT Update:

Things are going well. We did install a new printer for the dispatchers. The one that we replaced was about 8 years old. It was becoming louder and louder, and had a lot of burn on the printing and it was just time to replace it. Eric did invest in one that is heavy duty and should be able to withstand the amount of printing the dispatchers do.

We also replaced a computer at the third console which is used for the recorder and the mapping programs. This computer was due to be replaced and was causing problems with

the recording software making the playback take up to 30-45 seconds to play which is entirely too long. It also had Windows 7 on it which is known to be the cause of some of the problems we've been having. The CAD computer is also due to be replaced at the console, it is also running Windows 7.

We have been working with all the departments on the new report writing system. We are getting everything ready for them to be it using on a regular basis. At the end of the year Cushing will not support the old RMS Legacy system. Sheriff Petitgout volunteered it is moving from a software based system to a web based system.

New Business

Discuss and approve FY20 Budget:

A copy of the draft budget was emailed to all the members the week before the meeting. Eric began speaking about the payroll portion and the overtime line. Currently the overtime line is budgeted for \$60,000 but we are about \$30,000 over that and still have 2 ½ months to go. There is no way around this kind of overtime budget with the contract we have in place. For FY20 the budgeted amount is \$80,000. The other line that is moving higher is Contractual. It will have Sikich, Cushing, Vervocity, LEADS has to be covered by the Communications Board, the IT services and Sophos firewall which we can split with the ETSB and the Criticall testing software for our dispatcher pre-employment testing. We've lowered the Miscellaneous Expenses line by half to \$7,000.

The benefits expenses was predicted as best as possible using the formulas given to us.

This puts the three equal shares at \$291,927 with an additional contribution from our reserves at \$21,000 which is shown in part as the other revenue at the bottom of the budget sheet. The other \$29,000 is from the three outside police departments we bill quarterly and the ambulance service.

Discuss military leave pay policy:

We have found that there is no set policy for military leave pay for County employees. We have an employee who is in the National Guard and we now need to be able to figure Drill pay and all the other military pay needed. In seeking guidance we learned the MPD and the Sheriff's office both have different policies. When asking the payroll office of the County we were instructed to refer to the County Handbook, the FOP Contract and to ask the Sheriff's staff how they do it. We'd like some guidance from the board on what they want us to do. Mayor Inman moved with the second from the Sheriff to draft a military leave pay policy that mirrors what the Sheriff's Office does and present it to the board at the next meeting, the motion carried with a voice vote.

Discuss and approve meeting schedules, monthly vs quarterly:

There was a desire to move away from monthly meetings. Members who sit on the ETSB shared the discussion that was held at the ETSB meeting. Sheriff Petitgout brought up Suzette Rice's point that many bills are the same each month and could be approved three months' in advance, making things more efficient. Mayor Inman expressed his concern over transparency in our meetings. The discussion of this being a change in the bylaws or a resolution was discussed and again the board asked the Sheriff to look into this since he

was doing so for the ETSB. Sheriff Petitgout asked the board if anyone was opposed to an every other month schedule. Mayor Inman suggested we determine the proper way to change the meeting schedule before we make a decision on doing so and bring this topic back to the next agenda.

Discuss upcoming contract negotiations:

Eric asked if we have been notified by the FOP of their desire to negotiate. Mayor Inman replied, yes, we have. He received the letter and forwarded it on to the Chairman and asked that we notify the FOP that George is the new Chairman. Mayor Inman made the motion to appoint Chief Barker, Sheriff Petitgout and the Director to be the lead negotiators for the contract, Ben Thompson gave the second the motion carried with a voice vote.

Discuss and approve moving December meeting date:

The December 2019 meeting date is scheduled to be held on December 31ST. The ETSB has moved the meeting date to the 17th but has also stated that if there is no reason to have a meeting they will cancel the December meeting as they have done in years' past. Sheriff Petitgout made the motion to change the December meeting to December 17th, second by Mayor Inman, motion carried by voice vote.

Executive Session

A motion was made by Mayor Inman with the second given by Sheriff Petitgout to enter into executive session pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2 (C) Sec. 2 (C) (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

The meeting was closed at 4:27.

The meeting was re-opened at 4:41

Public Comment

None

The next meeting is October 29, 2019 directly following the ETSB meeting in the Macomb Police Department Training Room.

Mayor Inman moved with second by Sheriff Petitgout to adjourn, motion carried with a voice vote.

The meeting adjourned at 4:42pm.

Jeanette Moon
Recording Secretary
Administrative Assistant
McDonough County 911