

MCDONOUGH-SCHUYLER JOINT ETSB

Meeting minutes from September 25, 2019 at 3:00pm
Held in the Macomb Police Department Training Room

ETSB Members present:

MCSO Sheriff Nick Petitgout, Chairman
Suzette Rice, Vice Chair, Schuyler County
Ben Thompson, Mutual Aid, Secretary
MPD Chief Curt Barker, Treasurer
Tom Clark, WIU
David Estes, Mutual Aid

BPD Chief Joe Fosdyck
Mike Hardy, Schuyler County ESDA/EMS
Jeff Rench, Mutual Aid
Edgar Rodriguez, McDonough County ESDA
Scott Schwerer, McDonough County

ETSB Members absent:

Brad Dutton, Schuyler County Citizen at Large
Chet Esther, Schuyler County Board Chairman
MFD Chief JR Hyde
Chris Cunningham, McDonough Dist. Hospital

Also present:

Eric Lenardt, Director
Jeanette Moon, Administrative Assistant

Chairman Petitgout called the meeting to order at 3:00pm.

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

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

Scott Schwerer moved with second by Chief Fosdyck to approve the claims, motion carried with a roll call vote of 10 yes, 1 abstain and 4 absent.

Treasurer report:

The report of income and expenses was given to the members. Jeanette reported there is nothing noteworthy in September. She recapped the month end numbers for August for the board. The total income was \$57,628.22 and the total expenses were \$27,905.88. Edgar Rodriguez moved with second by Scott Schwerer to approve the Treasurer's report, motion carried with a voice vote.

Old Business

Schuyler CAD grant application:

On September 19th we were notified by the 911 Administrator that we would be receiving the \$27,000 grant to cover the CAD purchase for Schuyler County. This dates back to the original purchase that should have been on the first round of grant reimbursements. The paperwork has been sent to the Grant office and they have to set it up in the Grant Portal; from there, it

will all be done electronically. Once it is signed electronically, a check can be issued. But as it stands, that \$27,000 has been awarded to us, now we wait for the check.

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

The Board choose to go out of order on the agenda.

Discuss and approve meeting schedules, monthly vs quarterly:

A calendar with the 2020 meeting dates was given to everyone. Eric has been approached with the idea about having meetings on a quarterly basis instead of monthly. The obvious problem would be getting the claims signed for payment. And at budget time we would have to meet monthly to get the budget approved in a timely manner. Scott Schwerer questioned if on the months were we have canceled the meeting, has it been difficult to get enough members in to sign the claims? Jeanette replied, it usually has not been a problem, but there may have been a time or two where there may not have been eight signatures on the claims sheet. Scott stated the claims would need to be approved at the next meeting with a motion for the record then, Sheriff Petitgout agreed. Suzette stated we could approve to pay three months' worth of bills, as many are the same each month. Chief Barker added that a Special Meeting could be called if a claim came in that was usual and needed to be paid right away.

Scott suggested the Chairman look into the proper way to change the meeting dates, if a resolution was the proper way to do this. He suggested we have some language drawn up for the number of signatures needed and some wording for calling a special meeting if need be if this is the way we are heading. This will be brought back to the board at the next meeting.

Discuss member's terms expiring:

Jeanette explained there are five members whose terms are set to expire; Mike Hardy, David Estes, Jeff Rench, JR Hyde and Chris Cunningham. Please let Jeanette know if you plan on

staying in your position on the ETSB so your name can be given to the County Board Chairman for his reappointment to the Board.

Discuss and approve moving December meeting date:

The December 2019 meeting date is scheduled to be held on December 31st. Sheriff Petitgout noted the week before that was Christmas Eve. He asked if having the meeting the 17th was too early for claims. Jeanette replied, no, not necessarily. The claims that would have a pressing due date are on our list of warrants in vacation and could be paid without signatures and saved for approval at the following board meeting. Suzette asked if we typically have a meeting in December. Jeanette replied, last December the meeting was canceled. Ben Thompson moved, with second by Tom Clark to move the meeting date to December 17th, motion carried with a voice vote.

Discuss and approve FY20 Budget:

A copy of the draft budget was emailed to all the members the week before the meeting. Eric did note that he has made a change in one line, the maintenance contracts line was lowered to \$50,000. He started from the top with revenue and stated he stayed conservative with his estimate on Henderson County income because he is unsure about their consolidation plan. He lowered the projection for McDonough County due to a change that is outlined in the Emergency Telephone Systems Act which has a \$0.12 distribution that is sun setting on June 30th and beginning on July 1st will be \$0.04. This is based on the billing address of wireless subscribers. He also consider this for Schuyler County, although for Schuyler County he has projected their income higher for FY20. We are trending higher for FY19 for Schuyler County so he continued that path.

Moving to the expenses, Eric first mentioned the increase of the maintenance contracts from \$30,000 to \$50,000. He stated there were items below that he felt should be in this line. The Indigital contract and the Supreme Radio contract are both maintenance contracts and therefore he put those expenses in this line. The Indigital line is zero and Supreme Radio went from \$10,000 to \$5,000. Also covered under maintenance contracts is the Cushing CAD maintenance, the Eventide recorder maintenance, the WTH mapping maintenance, PowerPhone which is the EMD protocol, and the generator monitor. Miscellaneous is at \$70,000 which will cover the GIS fees that will be included in that reimbursable grant we've been working on with Fulton County and a bunch of other counties. The Supreme Lease line did go up slightly, this is for the Pleasant View tower and includes a 3% increase.

Discussion ensued over any computer equipment that might need to be updated in the New Year. Eric spoke about some proposed changes to the 911 Administrative rules. He stated all the PSAP's were asked to give feedback on them. One issue that was glaring at him was the backup PSAP had to be able to direct dispatch for your jurisdiction. That wording is a huge concern. It would mean another CAD station in Hancock County just for our center and that's just touching on the equipment needed. There's other logistics to consider also.

Scott added that the County is looking at implementing a County wide alert system. He said while looking at this budget, he wondered if the ETSB couldn't contribute \$2,500 towards that. The City of Macomb is contributing, the City of Bushnell is contributing, the County is going to contribute, and letters have been sent out to the Townships to see if they will

contribute to it. It might help cut down on the public calls into the center asking questions that could be answered with this alert system. Eric stated he would have to see if ETSB funds can be used for an alert system. Chief Barker asked who would operate the system. Edgar replied that every department would have access to the system. He said the one thing that will be automatic is the weather alerts. People will have to opt in to this system themselves.

Sheriff Petitgout suggested Eric determine if this is an allowable expense and make this an agenda item for next month.

Executive Session

No executive session was held.

Public Comment

None

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

Edgar Rodriguez moved with second by Ben Thompson to adjourn, motion carried with a voice vote.

The meeting adjourned at 3:48pm.

Jeanette Moon
Recording Secretary
Administrative Assistant
McDonough County 911