



**LIVINGSTON COUNTY  
EMERGENCY  
TELEPHONE  
SYSTEM BOARD**

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**MINUTES OF LIVINGSTON COUNTY E.T.S. BOARD  
MEETING OF JUNE 12, 2012**

Chairman John Cummins called the meeting to order at 10:04 a.m.

Roll call was taken with the following present: John Cummins, Al Metzke, Carl Borngasser, Cindy Knight, Marty Meredith, Joe Stock and Jeremy Stoller. Absent were Dale Newsome and Jack Wiser. Also present were Chief Tim Henson of the Dwight Police Department, Linda Daniels, HR, Livingston County, Candi Bradshaw, Kevin Rakoczy and Lyle Wilson.

Cummins led the Pledge of Allegiance.

Motion by Metzke, second by Stock to accept a revised agenda. Voice vote unanimous.

Motion by Stock, second by Borngasser to approve the May minutes. Voice vote was unanimous.

Motion by Meredith, second by Stoller to approve the May financial reports. Roll call unanimous.

**OLD BUSINESS:**

a. Bradshaw updated the board that the tower site work is almost complete and that will complete the entire project. We will be done within a week and will be under budget for everything involved.

**NEW BUSINESS:**

a. Rakoczy said the 4 Zetron computers are overdue to be replaced for each console and that this project was being looked at when he took over. Ragan has submitted the lowest quote of \$11,447.40. The money is in the dispatch

budget. After a short discussion, motion by Borngasser and second by Stock to purchase at the above price. Roll call was unanimous.

b. Rakoczy received an email from Piper City fire asking to use our frequencies as they have problems communicating with departments in our system when on mutual aid. Cummins said in the past we gave surrounding departments permission to use F1. There would be no dispatching or record keeping for them. It would just be a convenience for our agencies to talk to them as a mutual aid responder. Rakoczy was directed to talk to them and tell them how they must use the frequency.

c. Bradshaw said the skylight over the consoles is an issue again and needs to be addressed. The light coming through is so bright, Tc's have trouble reading their screens and also get very warm having to sit directly under it. Sun Control of Bloomington was contacted concerning installing commercial tint film on the panels to block some light and heat. They had a couple of products that will do what we want with a 10 year warranty on both. A scaffold would have to be set up to do the work. After discussion, Meredith made a motion to go with the project for \$3,587.16, which includes scaffold rental. Stoller seconded the motion. Roll call was unanimous.

d. Meredith said he is concerned about the amount of overtime the Tc's are working with the openings we have. He threw out some ideas to get the hiring process moving faster than in the past. A long discussion was held and one thing that was decided was that after the interviews, successful candidates would be tested right away to determine if we need to continue towards bringing them on. One item brought up was that more and more responsibilities are being put on our staff gradually whereas new employees have much more to learn immediately which makes their training period longer. Rakoczy said many don't realize how much multitasking there is until further in the training and then realize they can't do it. Much more discussion was held and Rakoczy and Linda Daniels will work on improvements to the process and report back next month.

COORDINATOR OF 911 REPORT: Nothing additional

MANAGER OF COMMUNICATIONS REPORT: Rakoczy said there has been many interference issues on our frequencies. One issue was tracked to a grain elevator in Cullom and others are still being investigated. These are officer safety concerns as the interference can block out the transmissions from the officers. This work is still ongoing.

## COMMITTEE REPORTS:

Ad-Hoc/Bylaws–No report  
Building–No report  
Finance–No report  
Personnel–No report  
Public Safety–No report  
Technical–No report

Stock made a motion, second by Stoller to go to Executive Session to discuss personnel issues. Roll call was unanimous. Executive Session began at 11:13 a.m.

Regular meeting resumed at 11:31 a.m. There was no action resulting from the Executive Session.

In closing comments, Cummins said Linda Daniels had brought service awards for Kevin Rakoczy, 15 years; Donna Higgins, 15 years and Stephanie Law, 5 years. Cummins said the board greatly appreciates their dedication all these years and especially now with the large amount of overtime they are putting in. Rakoczy will present the awards after the meeting. Metzke said he appreciated a recent accident mutual aid situation involving Allen Township. He said the Tc's did a great job handling it.

There being no further business, Meredith made a motion, second by Metzke to adjourn. Meeting adjourn at 11:33 a.m.

Respectfully submitted by Lyle Wilson, Secretary

