

**MINUTES OF LIVINGSTON COUNTY ETS BOARD  
INFORMATIONAL MEETING OF JANUARY 21, 2014**

Chairman Joe Stock called the meeting to order at 10:03 a.m.

Roll call showed the following present: Joe Stock, Dee Woodburn, Al Lindsey, John McGlasson and Jeremy Stoller. Absent were Mike Frickey, Mike Ingles, Cindy Knight, Al Metzke and Jim Woolford. Also present were Marty Fannin, Livingston County Board Chairman; Earl Rients, Livingston County Board; William Mays, Livingston County Board; Carolyn Gerwin, Livingston County Board; Alina Hartley, Administrative Resource Specialist; June Slagel, Financial Specialist; Chuck Schopp, Livingston County Zoning & ESDA; John Oltman Jr., Tax Payer; Candi Bradshaw and Randy Wittenberg.

Chairman Stock led the Pledge of Allegiance.

Roll call showed there was not enough in attendance to have a quorum so Chairman Stock stated they could only have an informational meeting and could not vote on anything at this meeting.

Stock stated for the board members to look over the minutes and the financial reports and to ask any questions they may have on them but they could not vote on them.

**OLD BUSINESS:**

- a. Stock stated the main topic is funding of the centralized dispatch center. Wittenberg stated they had presented the agreements to the mayor in Fairbury and they will meet next week to discuss it and then in two weeks they will vote on it. He stated he met with the LCMAA which is most of the fire departments within the county. He stated he handed out the agreements and explained to them what was going on and how we are trying to level the playing field and get a handle on what dispatch will need going forward. Wittenberg felt it went fairly

positive with them. He reported that he had four agreements he could not hand out and he stated they would either be sending out letters with the agreements or he would be contacting them individually and he would try to do this during this week.

Wittenberg stated he is waiting a call back from Karls of Pontiac and McNamara of Dwight. He thought the meeting with Pontiac was to be tomorrow at 1 o'clock. Wittenberg stated the county tabled the agreement until next month. They wanted some wording changed in the agreement. Wittenberg stated he had conversation with the county board chairman after the meeting and they have come to an agreement on the agreement and it should get done next month. Wittenberg stated once we get the agreements in, they can then start working on a long term funding and financing of dispatch. Lindsey asked if they were changing the wording in the agreement for the county and Wittenberg stated no. It was discussed that there was a misconception about the wording. The question was concerning the CPI and what happens when we have plenty of money in the bank and why should we continue the increases at that point. It was agreed upon that this was a short term agreement and the changes discussed could be made at the time of the new agreements. A discussion was held on this issue with Fannin, McGlasson and Wittenberg.

- b. Bradshaw reported she handed out the new equipment replacement schedule she had updated with totals as requested by the board. Woodburn asked some questions on the schedule. They explained what costs were already in this year's budget, such as the mapping system, the recording system and hoping there's enough for the CAD. Wittenberg said they are trying hard to get the best equipment for the best price. Wittenberg stated he thought he would try to get the headset he needs from the safety grant. Fannin explained that they changed insurance companies and there no longer is a safety grant. Bradshaw informed the board that in the equipment schedule there is a line item for UPS batteries for the big UPS downstairs for next year. She stated they had their last maintenance check for last year's contract the day before and one battery had some corrosion on it and it also tested low. The technician told her that the batteries are coming up on 4 years and if we could not replace all of them we should at



least replace the one. Bradshaw reported that she had talked to Chairman Stock and thought they should have a technical or special meeting to concentrate on this schedule to try to spread out some of the costs for the new equipment that will be needed so we don't have big differences from one year to another on costs. It was decided to do a Special Board Meeting on Friday, January 31, 2014 at 10:00 a.m. Alina went to check the calendar to make sure the committee room was available and it was.

#### OLD BUSINESS:

- a. Stock stated they do have the schedule of the ETSB Meetings for 2014. He stated everyone could look them over and we would have to vote on them next month. Bradshaw stated they were all still the third Tuesday of the month as they have been.
- b. Bradshaw reported she had the annual UPS Maintenance Agreement for 2014. She stated it was for \$4,300.00 for 2 PM checks for the year and the price has not gone up in several years. She asked that they look it over and they could vote on it next month also.
- c. Wittenberg reported he hired a new telecommunicator and she did get through the psychological testing. He stated she still has to do the physical and pass the drug screen. He stated he would move her along once all that is completed. She is expected to start next Tuesday. Wittenberg stated she does not have any dispatching experience but no one who applied did. He stated they had a volunteer fireman apply who did well. He did say everyone who did apply had a criminal justice background of some kind.

COORDINATORS REPORT: Bradshaw reported on Monday, January 6<sup>th</sup> around 3:00 p.m. they lost radio and phone lines. She reported the radios came back up shortly. She stated they tried to get the lane plowed at the Odell Tower. Wittenberg went with Mr. Corrigan to try to plow it, but they were unable get to the tower to plow it. The phone line problem was within the building and they got that fixed. Bradshaw then reported that Monday night, January 20, 2014 around 7:00 p.m. they lost the radios again. We contacted Ragan's to send someone out due to losing everything and our backup paging wasn't working well. The dispatchers had the fireman manning their fire stations in case we got a call and they had to page themselves out. Bradshaw said she went up to the Odell Tower to check and

make sure it had power. She stated it did have power and she checked all the radios within the building to see if they had any errors on them. She stated she called Rick Ragan to tell him she had checked the tower and wanted to let him know. He told her that helped because he thought the problem would be between Odell and Pontiac. He stated this way he would start with Pontiac. Rick had the radios back up and running around 9:00 p.m. and the problem had been a fiber issue between Pontiac and LIV COM. Wittenberg had talked to Rick that morning and he said it was common place due to its age. Bradshaw also stated she checked the generator while out at the tower and found there was a fault on it. She stated she has Cummins coming to check it out due to the extreme cold, which is hard on the generator. Bradshaw reported that Cummins is coming Thursday and Friday to do our yearly maintenance on all 3 of our generators.

Bradshaw reported she is still working on call handling agreements, she has a couple more changes to make and she has started gathering the extra information she needs for the annual ICC filing.

Bradshaw stated they had the annual LCMAA meeting which LIV COM hosted on January 16th. She reported that they had around 25-30 in attendance and it went well.

Bradshaw reported that there are 4 radio licenses that need renewed this year and the two that expire in March are already done and Ragan's will take care of the two that will expire in July.

MANAGER OF COMMUNICATIONS REPORT: Wittenberg stated PT Hensel continues in the shadow field. He said he came in several nights in the last couple of weeks and listened to some tapes of her calls with her. Wittenberg stated she was working a power shift with two supervisors, Higgins and Kelly and they have been working hard on helping her. He said Hensel has stuck with it and he commends her for that. Wittenberg stated the new hire is Joan Garrity and she should start next Tuesday.

Wittenberg stated they lost F1 & F2 at Manville. He stated it was a circuit board and that has been replaced. He also reported they had lost a couple UPSs and that has been resolved. He stated they are still in the process of getting prices for CAD servers, mapping. He said they are trying to be really careful to make sure we are doing the right thing so when we bring a recommendation to the board they bring the right one. He reported that



some of the prices look good but when we ask others around they say yes we bought that and a little ways down the road we had to replace it with something else.

Wittenberg reported that on the call stats in January 2013 and March 2013 it was almost a 2 to 1 cells calls to landline calls. He also stated that out of the number of police incidents we have, almost 40% of those calls are handled by Sheriff's Department and almost 28% are handled by Pontiac. He stated this is where we are doing most of our dispatching. Wittenberg also reported that in regards to fire calls, Pontiac far exceeds everyone else with Dwight is pretty high as well. He stated the next two are Cullom and Odell and that comes with mutual aid because Cullom always gets called with mutual aid with Pontiac. He stated the same goes for EMS. He said it's obvious Duffy's and SELCAS take most of those calls.

Finance – Knight - no report.

Personnel – Woolford - no report.

Public Safety – Lindsey stated no report.

Technical – Metzke no report.

Ad-Hoc – Knight, no report.

Closing comments from the public – Gerwin asked if we could tell how many of our cell calls come from the interstate. Wittenberg and Bradshaw both stated the only way would be through documentation in CAD and that would take a lot of work. They stated otherwise there is no way to determine the number of calls from the interstate. Gerwin also asked if there was any movement on the wireless issue. Wittenberg explained that it was a state issue and he explained how much we receive per cell phone. It was also explained on how PSAPs get the carrier side of the surcharge once a year but we never know how much that will be. Gerwin inquired if there was anything the county could do to help and Wittenberg stated just what they have been doing, talking to representatives. He stated even if the current bill passes we will only get the 73 cents and it will only get us another \$6,000.00 a year. A discussion was held on whether the 73 cents for cell phones was per package or per phone number which was brought up by Rients. Oltman Jr. asked about if a new house was built in the rural how we

get that address for mapping. Schopp told him that he does the addressing for new homes and gives to 911.

Slagel inquired since we are proposing the new rates for this year to go into effect April 1<sup>st</sup>, she wanted to know if the next year's increase would start January or April. The board agreed that the increases would start on April 1<sup>st</sup>.

Executive Session – (5ILCS 120/2)(c)(1) Personnel, (5ILCS 120/2)(c)(2) FOP Negotiations and (5ILCS 120/2)(c)(21) Semi-Annual Review of Executive Session Minutes.

There not being a quorum for a meeting no executive session was held.

In closing comments from other board members, Stock stated he would see everybody on January 31<sup>st</sup> at 10:00 a.m. for the special board meeting.

The meeting adjourned at 10:56 a.m.

Respectfully submitted by Candi Bradshaw Candi Bradshaw