



**LIVINGSTON COUNTY
EMERGENCY
TELEPHONE
SYSTEM BOARD**

844 W. Lincoln St., Suite B
Pontiac, Illinois 61764
Ph: (815) 842-8081
Fax: (815) 844-6703

**MINUTES OF LIVINGSTON COUNTY ETS BOARD
MEETING OF FEBRUARY 25, 2014**

Vice-Chairman Al Metzke called the meeting to order at 10:07 a.m.

Roll call showed the following present, Al Metzke, Al Lindsey, Mike Ingles, John McGlasson, Bob Meiner and John Tibbs. Absent were Tina Diemer, Mike Frickey, Dee Woodburn, and Jim Woolford. Also present were Marty Fannin, Livingston County Board Chairman; William Mays, Livingston County Board; Alina Hartley, Administrative Resource Specialist; June Slagel, Financial Specialist; Candi Bradshaw and Randy Wittenberg.

Vice-Chairman Metzke led the Pledge of Allegiance.

Metzke stated the first order of business was to elect a new ETSB Chairman. Metzke asked for nominations for the position of chairman. McGlasson nominated Mike Ingles. The nomination was seconded by Lindsey. There being no other nominations McGlasson made a motion for nominations to be closed by acclamation with a second by Lindsey. A roll call vote was unanimous.

Chairman Ingles thanked the board for his appointment. He also welcomed the new board members.

A motion was made by Metzke, a second by Lindsey to approve the December 17th, January 13th, 21st, & 31st board minutes. Voice vote was unanimous.

A motion made by Lindsey, a second made by McGlasson to approve the December & January financial reports. A roll call vote was unanimous.

OLD BUSINESS:

- a. Ingles explained the agenda for the new board members. He also explained to them how 911 and dispatch are two separate entities and how they come together to work as one. He explained how funding for dispatch came about and where they are today with the funding. Ingles explained the funding formula for the municipalities, fire and ems agencies using a spreadsheet he created for a leveling increase. He stated the board had voted back in last October / November to put together new agreements prepared by our State's Attorney with the leveling figures, which were sent out to everyone explaining they were just leveling the playing field and there would be a rate increase sometime in the not too distant future.

Wittenberg stated the agreements have been approved by Livingston County, Village of Dwight, City of Fairbury, City of Pontiac but he hasn't gotten them back as of yet. He reported he had agreements back from Saunemin and Forrest-Strawn-Wing. He also stated Cullom has committed to send the agreement back once the municipalities have signed their agreements. Wittenberg said he would be contacting the rest of the agencies to see where they are on their agreements next week. He also said they still had to make agreements for Duffy's and SELCAS and decide what they will be charged. A discussion was held on how their fee was established in their old agreements. Bradshaw stated she knew their fee was originally set up by the number of runs they each made and at the time they were pretty equal. She said that is why they pay the same. However, she stated she has heard discussions with Stock and Stoller that Duffy's makes a significant amount of runs more than SELCAS does today. Stoller was thinking their fee should be less than Duffy's. Ingles stated he had conversations with them back in December about this and suggested to them this wasn't the time to discuss this because for now they are just trying to level the playing field. He stated their increase is based on the other increases and knowing that within the next year they probably are going to have replacement agreements with increased fees and they could have that discussion at that time. Ingles asked Bradshaw to get the State's Attorney copies of Duffy's and SELCAS'S agreements and have Seth plug in the increases from the spreadsheet and he would communicate to Stock and Stoller why

they are leaving them the same for now. Wittenberg reported that in January Duffy's handled 153 calls while SELCAS had only 104 calls. McGlasson stated they need to prepare themselves as to considering whether Duffy's can handle this increase due to them being a private entity and not having a tax base. Wittenberg stated there is on the ballot, in Odell, an initiative to fund the ambulance service, which is Duffy's, so there would be some additional income there. He also stated the same thing is being worked on in the Flanagan area and Duffy's have taken over for Cornell. He said with all of this, their call runs will increase dramatically. Further discussion was held on this subject.

Ingles proposed to start now going forward to decide what the need is and when the need is and taking the current budget and project it for 5 years with the help from Slagel, head of bookkeeping for the county. He stated Bradshaw and Wittenberg could give input to Slagel on information such as what maintenance agreements go up every year, etc. He stated then they could come up with a reasonable amount of carry-over they should have every year. He stated this is necessary because your income doesn't come every month and you have to have a certain amount of carry-over for your budget year. He stated he thought then they could plug in increases to make them solvent. A discussion was held on equipment replacement and how that would hold the most unknowns. Bradshaw told them they had been working on this and were spreading the costs between the next several years to be around \$75,000.00 each year but had run into problems for this year with the SAAS Mapping System not currently being able to work with the CAD. They would have to wait for this to be able to be done. Wittenberg discussed about the meeting they will have with the CAD vendor next week. They are not sure they can get the mapping done physically in this budget year. Ingles stated we will need these projections going forward with asking for increases over the next several years.

NEW BUSINESS:

- a. Ingles stated the meeting calendar has to be done each year and then gets published. He stated at the last non-meeting it was

discussed that the ETSB has met on the third Tuesday of the month at 10:00 a.m. for the last several years, which is after the county board meetings. He suggested the ETSB meetings be moved to committee week to get into the cycle to meet before the county board meetings. Ingles thought it would be better to meet either earlier in the morning or later in the afternoon to better accommodate those members who work during the day and the public. He discussed the options available for the meetings. Bradshaw gave a couple of the responses she had received from several of the board members. The consensus of the board was to start meeting Tuesday's at 4:00 p.m. during committee week.

- b. Bradshaw stated the annual UPS agreement which is for \$4,300.00 per year is due. She stated they do two PM checks a year, one major and one minor. She said the price has not gone up in several years. Bradshaw also stated the last UPS check that was performed showed one battery testing low with some corrosion on it and she was told they either needed to replace at least that one if they could not replace all of them at this time. She reported to the board that she had the battery replaced last week by Mid-Illinois Electric, Robbie Ruff. She asked for approval to renew this agreement. A motion to approve the agreement was made by Lindsey with a second by Tibbs. A roll call vote was unanimous.
- c. Wittenberg reported they have used the system of 10-code for years, however fire and ems have been on plain talk for 20 years. He stated there are a hundred 10-codes they currently use and imagine being a police officer or telecommunicator trying to remember them. He stated he talked to the City of Peoria's dispatch center and they are on plain talk and most of the agencies/counties around us are on plain talk also. Wittenberg stated he talked to the telecommunicators, Woolford, Henson and Lindsey about this and he stated plain talk would help in the training process with getting new telecommunicators up to speed quicker. He also reported that from an officer safety aspect if they don't know the 10-code they have to reach to look it up. Wittenberg also stated that most grants for radios now say you must be on plain talk. Ingles asked if there was any resistance to using plain talk and Lindsey said everyone he has talked to is fine with plain talk. Wittenberg stated the only entities on 10-code are

the police agencies. He said Peoria uses only 7 10-codes. He stated if the board adopts plain talk he would sit down with all the police chiefs and Sheriff and decide what 10-codes, if any, they want to continue to use. A discussion was held on this issue. A motion to adopt plain talk was made by McGlasson with a second by Metzke. A voice vote was unanimous.

- d. Wittenberg presented two quotes for a new recording system. He stated everything in our center gets recorded. The offices and break-room are the only phones not recorded. He stated he gets many requests for recordings from agencies for 911 calls and radio traffic. He stated our current system is about 7 years old and is breaking down. Wittenberg explained the current system. He stated he and Bradshaw had met with both competing systems and as far as comparison they are the same. He stated the main difference between the two is that the Nelson System (Eventide) came out way ahead of the DSS System in regards to satisfaction with surrounding counties. Wittenberg stated the Nelson System was also recommended by Supreme Radio. He also reported he liked the quality assessment feature offered with the Nelson System which he would like to have. The price quotes for the two are \$24,501.00 for the Nelson System and \$25,915.00 plus \$4,900.00 and \$2,625.00 for the DSS System which brings it up over \$31,000.00. Wittenberg stated his recommendation to the board would be to purchase the Nelson System for \$24,501.00 which is also in the current budget. A discussion was held on surrounding centers that use this system and how long a system like this should last. Wittenberg explained what kind of a hardware system this used. A motion was made by Lindsey to accept the Nelson Recorder System for \$24,501.00 with a second by Tibbs. A roll call vote was unanimous.
- e. Wittenberg stated Gridley EMS has asked that they be allowed on F1, F2 and ground channels. He reported they cover a good portion of the south-western part of the county and have a grant to purchase radios and would like to purchase radios that would be on our frequency to communicate with us when they needed. He stated this would not affect our agency negligibly and he didn't think this would be a big issue for us. He stated they are in our MABAS Division also so it would make good sense. A discussion

was held on this issue. Wittenberg stated they would only communicate with us when they respond to an incident within our county. A motion was made by Lindsey to allow Gridley EMS use of the above stated frequencies with a second by Tibbs. A voice vote was unanimous.

COORDINATORS REPORT:

Bradshaw stated other than what was in her written report she restated she had gotten the one battery replaced within the UPS System. She also reported that she had done a witness slip for legislation on SB2599 which would protect the wireless carrier reimbursement fund from being subject to being swept by the state. She stated that would help the PSAP side because once a year PSAP's get to split what money is in that account which hasn't been claimed by wireless carriers.

MANAGER OF COMMUNICATIONS REPORT:

Wittenberg reported there has been some movement on legislation on the wireless fund. He said the original bill is moving through committee fairly fast. He stated on the 13th it was sent for a final reading and thinks it will get voted on sometime during this session. He also stated if it does he has a commitment from Josh Harms and Dan Brady to vote yes based on the fact that other legislation does not get tacked onto it.

Ingles stated as legislation comes forward he would like Bradshaw and Wittenberg to let the County Board Chairman and the ETSB Chairman know so they can support appropriate legislation by writing letters and perhaps attend some meetings.

Lindsey stated he would like to invite Motorola representatives to the next board meeting to discuss Star Com 21. He stated in the condition our current system is in, analog, that in 2018 they have been told that the bandwidth will be cut in half, which would require us to put more towers up at a tremendous cost. He stated Star Com would help us get out of the tower business however, there are some issues surrounding fire departments. Wittenberg stated at the MABAS Convention there were several conversations about that issue. He stated Star Com is a VHF system and we are currently on a UHF system. He felt they also need to look at this system, especially since we have some areas in the county that have no radio coverage and creates officer safety issues. Lindsey stated they have

tested Star Com portables across the county and transmissions were crystal clear. He stated it is an expensive system but thinks they will be forced that way anyway. A discussion was held on how many towers it would take to get coverage now and again once the bandwidth is cut again. Ingles agreed to invite Motorola to the March 4th meeting at 4:00 p.m.

Ingles stated that for now he would not be appointing any committees.

Closing comments from the public – None.

There was no need for an executive session for personnel issues and Ingles asked to move the semi-annual review until the next meeting. A motion to go into executive session to discuss FOP Negotiations (5ILCS 120/2)(c)(2) was made by Lindsey with a second by Meiner. A roll call vote was unanimous.

The regular session was suspended at 11:27 a.m.

Executive Session – (5ILCS 120/2)(c)(2) FOP Negotiations.

Regular session resumed at 11:37 a.m.

There was no action resulting from executive session.

Ingles explained to the new board members there is a legal requirement for anyone who holds a public office including committees and boards are required to pass a test on the Open Meetings Act. He instructed them to go the Attorney General's website and take the tutorial along with the test. He told them once they have successfully passed the test to print out their certificate and file it with the County Clerk. He explained the FOIA to them also. A discussion was held on this subject including how your home computers, e-mails, texts etc. are considered discoverable.

There being no closing comments from other board members a motion was made to adjourn by McGlasson and a second by Tibbs.

The meeting adjourned at 11:47 a.m.

Respectfully submitted by Candi Bradshaw

A handwritten signature in cursive script, reading "Candi Bradshaw", written in dark ink. The signature is positioned to the right of the typed name "Candi Bradshaw" and is underlined.