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MINUTES OF LIVINGSTON COUNTY ETS BOARD

MEETING OF JANUARY 14, 2015

Vice-Chairman Metzke called the meeting to order at 4:01 p.m.

Roll call showed the following present, Al Metzke, Mike Frickey, Joe Stock, John Tibbs, Dee Woodburn and Jim Woolford. Tony Childress arrived at 4:05 p.m. Absent were Mike Ingles, William Peterson and Bob Meiner. Also present were June Slagel, Financial Specialist; Candi Bradshaw and Randy Wittenberg.

Metzke led the Pledge of Allegiance.

A motion was made by Woodburn with a second by Woolford to approve the November 19th board minutes. There were no December minutes due to not having a quorum. Voice vote was unanimous with all ayes.

A motion made by Tibbs, and a second made by Stock to approve the November and December financial reports. A roll call vote was unanimous with all ayes.

June Slagel stated she may have to leave the meeting early however, she wanted to make sure everyone sees the combined, compiled report and there was \$5800 over the net loss and one of the main ones was overtime. Wittenberg explained why the overtime was higher this past year. Slagel also stated that Chairman Ingles had asked if she could get the board the accruals for the previous year for this meeting. She told him she might but she was unable to have them at this time but will get them to the board as soon as possible.

Metzke welcomed Sheriff Childress officially to the ETS Board.

The Strawn call box issue was discussed. Wittenberg explained his discussions/e-mails between Keith Beal and himself. Wittenberg explained the cost involved in moving the lines from the call box to the firehouse along

with the recurring monthly fees. After a lengthy discussion the board decided to leave things as they have been with the call boxes.

OLD BUSINESS:

Update on software communications project – Wittenberg stated he has had conversations with Spillman and Motorola. They have determined it was within their best interest not to connect into the State's T1 line. They thought it would be unstable for them to do this. He reported Motorola is in the process of getting them pricing for the T1 line. Wittenberg stated he has also had conversations with Motorola and is hoping within the next two weeks he will have a time line put together for installation. He stated the first thing they would install would be the consoles in the center. He stated they would roll those in so as to not disrupt the center. He said he thought it would take a couple of weeks to get that done because it is a lot of work. He reported that they would then install the Sheriff's Department vehicles and portables to get them up and running and then would move on to Pontiac Police Department. He stated then they would do Dwight and Fairbury Police Departments. Wittenberg stated he hoped to have the whole radio project done by the end of May. It was discussed that they originally thought Spillman would be in before Motorola but now Motorola will be in first. He stated he hoped to have a two to three month breathing period between the two projects. He stated in speaking with Spillman they think they may be able to move up the queue time. He is hoping they will be able to start that project in the September / October time frame. Wittenberg stated that will be a long project due to all the aspects involved. He reported Spillman will be coming in February to talk about this and he is hoping it will be around our board meeting time so they can give a brief presentation on what is going to happen. Otherwise Wittenberg stated he would give the board an update.

He stated RK Dixon will be coming to talk about the hardware needed for the project. He reported that their CAD system has been running slow and they think they are having some switch problems downstairs which could also cause problems with the new system coming in so RK Dixon will be going through all the switches and mark them so when the new equipment comes in they won't have to spend time and money to do that then. He stated they would come in and spend a day which would cost around \$1,200.00.

Tibbs asked if he had looked into the fiber optics option. Wittenberg stated they had and the company giving them a bid came back and told him their closest option would be St. Louis and they didn't feel confident they could run it out of St. Louis and give us the type of service we wanted. Tibbs also stated that a fireman in East Peoria he talked to said he gets cell phone alerts through their CAD and asked if Spillman could do that and Wittenberg stated yes. Woolford inquired if not using the State's T1 if that would change any interoperability with LEADS and Wittenberg said no. Woolford also asked if the hardware, models, etc. for the radios for Star Com is already set, to which Wittenberg stated yes. Wittenberg stated the next time he talked to the rep he would have him bring in a portable and a mobile to show them.

Wittenberg stated he also had the RK Dixon proposal if any of the board members wanted to look at it.

NEW BUSINESS:

ETSB By-laws Update – Woolford stated he had what the Chairman sent out. He stated he was ok with all of it, but with the exception of B under "Article III, Officers and Compensation". He stated we would like to retain the crossed out part of the Chairman not to exceed three consecutive years. Woodburn asked why the order of business under Article IV was crossed out. A discussion was held on that with the consensus being they are following the Robert's Rules of Order anyway (which is in the by-laws) and this would eliminate having to change the by-laws every time the Open Meetings Act changed. A motion was made by Woolford with a second by Stock to adopt the by-law changes made by Chairman Ingles with the one exception of leaving in the section crossed out under B in "Article III, Officers and Compensation". A voice vote was unanimous with all ayes.

New Meeting Schedule – Metzke presented the new meeting schedule to the board. Bradshaw stated they would have to change the November meeting due to it being on Veteran's Day. She stated they could change the date to the day before or day after. Woolford made the motion to approve the new meeting schedule presented with the amendment of changing the November meeting to November 12th. Tibbs seconded the motion. A voice vote was unanimous with all ayes.

Wittenberg handed out training information sheets on Teaming for Success from the Employers' Association. He stated with getting ready to spend a lot of money on new equipment he feels everybody has to be in conjunction with what the behavior needs to be within the center. Rob Burns of AAIM, basically will bring everybody in and they are going to have the opportunity to create a document on how we behave in the work place and treat each other. Wittenberg explained what he felt it would do for the center and its employees. He stated he would be having a conversation with Rob and talk about a price and he would bring it back to the board. A lengthy discussion was held on this training with questions asked and answered. Wittenberg also explained some of what Rob would do in this training session.

COORDINATORS REPORT: Bradshaw stated other than her report she was working on her annual ICC report. She also reported they had the Money Market account set up. She also asked if she should move the CDs over to the Money Market as they come due and it was decided they should act on them on a case by case situation. A discussion was held on the banks used for their checking account and how that came about.

MANAGER OF COMMUNICATIONS REPORT: Wittenberg reported that Ragan's came in and tuned up all the towers and the cost was less than he thought it may be. He also stated they got a little better reception in some places from that. He reported they had a problem with the Manville Tower going down. He reported the UPS froze up in the extreme cold. Wittenberg went out there and plugged it into the wall and put a small heater out there to help the situation. Wittenberg reported that they had some squelch over the last weekend. He said it was determined a cable was bad at Pontiac Tower and they moved it over to another antenna and will be fixed when it gets a little warmer outside so they can go up there.

Wittenberg reported the MABAS Conference is coming up in February and he would be going along with taking a couple of dispatchers with him to it.

Stock asked if after Star Com was put in, if Ragan's would still be maintaining the other system. Wittenberg stated he would be putting an RFP out for yearly maintenance on the system. He stated they would be looking at a couple different things once Star Com is in such as putting in some repeaters at the fire houses and possibly doing away with some towers.

Closing comments from the public – None.

June Slagel thanked the board saying she enjoyed working with them. She stated if there is anything they need done before she leaves she would be happy to do it.

Executive Session - (5ILCS 120/2)(c)(1) Personnel – A motion to go into Executive Session (5ILCS 120/2)(c)(1) Personnel Matters was made by Woolford with a second by Woodburn. A voice vote was unanimous.

Regular Session was suspended at 4:50 p.m. to go into executive session.

Regular Session resumed at 5:01 p.m.

Action resulting from executive session – There was no action taken.

Closing comments from board members – Metzke stated the year end LIV COM STATS were excellent and whoever is the chart master is doing a good job because it is excellent. Wittenberg and Bradshaw stated it was Donna Higgins who does the stats.

There being no further business a motion to adjourn was made by Woolford with a second by Childress. Voice vote was unanimous. Meeting adjourned at 5:03 p.m.

Respectfully submitted by Candi Bradshaw *Candi Bradshaw*