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MINUTES OF LIVINGSTON COUNTY ETS BOARD
MEETING OF FEBRUARY 18, 2015

Vice-Chairman Metzke called the meeting to order at 4:00 p.m.

Roll call showed the following present, Al Metzke, Joe Stock, John Tibbs, William Peterson, Dee Woodburn and Jim Woolford. Absent were Mike Ingles, Mike Frickey, Tony Childress and Bob Meiner. Also present were Linda Daniels, HR Specialist; Tom Blakeman, Attorney; Candi Bradshaw and Randy Wittenberg.

Metzke led the Pledge of Allegiance.

A motion was made by Tibbs with a second by Woodburn to approve the January 14th board minutes. Voice vote was unanimous with all ayes.

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

OLD BUSINESS:

Update on software communications project – Wittenberg stated he and Lindsey have been working the last couple of weeks on several things. Wittenberg handed out a spreadsheet showing the bills they have received and paid for dealing with the capital project. He stated they would be handing one of these reports out at each board meeting. He reported they had Intrado in the center, which are doing the 911 phone system. He stated they did the application setup and Rakoczy and Bradshaw are working on that along with the other supervisors. Intrado is due to come in on the 16th of March to start installing the phone system. He stated the new system should make them a little more efficient. Wittenberg stated they would be coming in this Friday to do a technical walk through to get everything set up. He is hoping by May 1st they'll be able to hear a target date to start installing radios in vehicles.

Lindsey reported that with the Intrado system they will be able to notify other centers without hanging up and calling another system; but now will be able to do it automatically. He said it is an incredibly fast system. He stated in working with Motorola they identified some places to bring in the new wiring into the center without doing any drilling. He reported they say around March 1st they will be here to start pulling some wire. He stated he and Wittenberg were planning on doing some site visits next week. He said they wanted to take a look at places which are using Intrado, Spillman and Star Com. Wittenberg stated things will start happening quickly now. He also said he would be putting out memos to all the Chiefs and Sheriff to please let their personnel know that they will need to keep their visits in the dispatch center to a minimum while we are in the middle of training and installing equipment. Lindsey stated the only problem he has had is with ESRI (mapping system), which is a California based company and they are tough to deal with.

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 Tibbs. A voice vote was unanimous.

Regular Session was suspended at 4:10 p.m. to go into executive session.

Regular Session resumed at 4:35 p.m.

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

NEW BUSINESS:

Communications Project Manager – Wittenberg stated everyone had received e-mails from Chairman Ingles concerning bringing Al Lindsey on as a consultant for the communications project. He stated the communications project is much bigger than what Wittenberg can deal with himself with everything else he has to deal with daily. He stated Lindsey has been recommended and he agrees with the recommendation to make sure they don't miss anything. Woodburn asked how he would be paid and Wittenberg stated he would be paid as a contractor. A motion to hire Lindsey as a paid consultant/contractor for the communication project was made by Stock with a second by Tibbs. A roll call votes was unanimous with all ayes.

Training Class – Wittenberg reported at the last meeting he handed out the training information. He stated it would be a 4 hour class. He reported

what will come out of it is a code of conduct document they will create. The cost will be around \$2,200.00 which will include a one day, two separate 4 hour classes. A discussion was held on the mandatory training. A motion was made to approve the training class by Woolford with a second by Woodburn. A roll call vote was unanimous with all ayes.

UPS Maintenance Agreement – Bradshaw reported it was time for their annual UPS Agreement. She stated it has always been \$4,300.00 since they first began however, this year it has gone up \$129.00. She stated it was maintenance for the big UPS downstairs and it includes two maintenance checks a year. A motion was made by Woolford to approve the agreement with a second by Metzke. A roll call vote was unanimous with all ayes.

Bradshaw also reported that this year they would need to replace the batteries for the UPS system. She stated she would get a quote for the battery replacement and bring it back to the board. A discussion was held on what other systems may be out there which they could look at for the future.

COORDINATORS REPORT: Bradshaw reported other than her report she had been trying to listen to the 911 Advisory Board meetings on the internet. She stated that Thursday, February 19th she was going to Springfield to attend an INENA/APCO Meeting and in between those meetings they all would be going over to listen to the 911 Advisory Board Meeting. They had moved the meeting to a room where it was not possible to let the public listen in on the meeting. She stated from what she had heard it doesn't look good for 911 PSAPS to be getting more money. The Chairman of that committee, John Bradley, stated we would be lucky if we keep what we have. Bradshaw continued to give the board a summarization of what has gone on in the meetings. Tibbs asked if she had received the extra 2% we were to get for being a county under 100,000 in population. She reported they had and it was a little over \$6,000.00. She did say the check stated it was over a period of 2-3 months so she is not sure exactly what each check would be on a monthly basis until they start getting more checks.

MANAGER OF COMMUNICATIONS REPORT: Wittenberg stated in his report under miscellaneous he talked about "Orders of Protection". He stated they are not typically done by 911 centers and this was done by former Sheriff McCarty. He stated with everything they have going on now and will have going on, they need to give those back to the Sheriff's department. He

stated he believes the Sheriff's Department has personnel to do them between the office and the jailers. He stated they will continue to do "Sex Offenders". Wittenberg stated he would be talking to the Sheriff to see where they will go with this issue. Woolford asked if they would still be handling "Hit Confirmations" to which Wittenberg stated yes. A discussion was held on this topic.

Closing comments from the public – None.

Closing comments from board members – Metzke stated that Wittenberg gave a report to the Dwight Village Board and he was very well prepared, it was well received and he did a good job.

There being no further business a motion to adjourn was made by Stock with a second by Woolford. Voice vote was unanimous. Meeting adjourned at 4:58 p.m.

Respectfully submitted by Candi Bradshaw Candi Bradshaw