

**MINUTES OF LIVINGSTON COUNTY ETS BOARD
MEETING OF APRIL 15, 2015**

Chairman Ingles called the meeting to order at 4:08 p.m.

Roll call showed the following present, Mike Ingles, Al Metzke, John Tibbs, William Peterson, Tony Childress and Dee Woodburn. Absent were Joe Stock, Mike Frickey, Jim Woolford and Bob Meiner. Also present were Alina Hartley, Administrative Specialist; John Clemmer, Finance Specialist; Colleen Fogarty-Metzke, Dwight ESDA; and Candi Bradshaw.

Ingles led the Pledge of Allegiance.

A motion was made by Tibbs with a second by Metzke to approve the February 18th board minutes and the March 11th informational minutes. Voice vote was unanimous with all ayes.

Ingles explained to the board about how ideally he would like to have one budget. He also explained how John Clemmer, the new financial specialist for the county will work with Bradshaw and Wittenberg to try to see what they can come up with while still keeping things separated to do all of the required reporting to the ICC. Ingles also stated Clemmer will continue to work with Bradshaw to get fewer reports that would satisfy internal needs and easier to understand.

A motion made by Metzke, and a second made by Tibbs to approve the February and March financial reports. A roll call vote was unanimous with all ayes.

OLD BUSINESS:

Update on software communications project – Ingles reported in Wittenberg's absence that the new phone system is in with Supreme and Motorola coming in to work on the various issues dispatch still has with the phones. Supreme has pulled all the wiring for the Star Com radio system

and have set up some training sessions. He stated they will make sure all shifts get adequate training. Ingles stated they would begin installing in the cars first. Sheriff Childress stated they are to be having a meeting to discuss this but initially the Sheriff's Dept. was to go first. A discussion was held on who will be doing the work and how this might go. Ingles stated Spillman had come the week before for a meeting with the agencies and there was a pretty good representation at the meeting. A discussion was held on this meeting. Ingles also reported about Spillman having an annual users meeting in May. Bradshaw stated they had a couple letters from them and Wittenberg has 4 of them signed up to attend in Effingham. She said if others are interested they need to contact Wittenberg. Bradshaw stated even though they won't have this for several months it is a way to make contacts they can reach out to when they have questions and problems once we go live. A discussion was held on this users meeting.

NEW BUSINESS:

Recorder Maintenance – Bradshaw stated this was discussed at last month's informational meeting but it's the maintenance agreement for the new recorder. A motion to approve the recorder maintenance for \$3,686.68 for a year was made by Tibbs with a second by Woodburn. A roll call vote was unanimous.

Enbridge Grant – Bradshaw stated Wittenberg was requesting to use the \$1,000.00 grant received from Enbridge to purchase a new lap top for dispatch to use for training to be able to use at the consoles. A motion was made by Peterson with a second by Woodburn to use the grant money to purchase a lap top. A roll call vote was unanimous.

Ingles handed out a spreadsheet showing all of LIV COM's towers along with lease fees, who owns the towers and a draft RFP for a paging system. He stated that in conversations with Supreme and others it has been brought up as to whether we will still need all of our current towers with going to Star Com and the possible new technology of Swiss Phone to help solve paging issues. Ingles went through the sheets and asked the board to take it home and review it and come back with any questions, corrections, suggestions, etc. A discussion was held on the RFP. He stated once they have all of this information he would like to send out the RFP to as many vendors as possible. Ingles stated right now, the ones he knows of would be Ragan's

and Supreme. He stated he would then sit down and try to get the right language around and get it out.

A discussion was held on the possibility of cutting down on the number of towers they have now if they could get the right equipment with the various agencies. Ingles stated this would be a call for the professionals to make.

A discussion was held on how the radio / paging system is working right now. Metzke gave his opinion on the direction Ingles was going with Star Com, which he agrees with, and talked about the Swiss Phone paging which he stated, he has done quite a bit of research on. A discussion was held on this with board members in regards to the smaller fire departments. Ingles stated he would e-mail the RFP out to the board to go over and have them let him know of any changes or additions. Clemmer stated maybe they should include life expectancy of the equipment and maintenance costs and upgrades. Tibbs added they should separate the equipment costs.

COORDINATORS REPORT: Bradshaw reported to date she has not received any of the signed agreements back from those she had sent out a second new agreement to be signed. She stated she had the new annual increases done. She also reported she sent out what the 911 Advisory Board was going to send in to the Legislation. She stated she does not know when it will be submitted to the General Assembly or what the outcome will be. A discussion was held on items with these documents. Ingles stated how our county is right on with being one PSAP / dispatch center within the whole county. A discussion was held on the legislation.

Tibbs brought up the SELCAS and Duffy's call volume issue. Bradshaw stated she put in her report that Hargitt told her he would still like the board to look at call volume between the two entities. Ingles stated for Bradshaw to invite both entities to the next ETS Board Meeting, provide them the best call volume data and let them come with any proposal they may have and make their cases. A lengthy discussion was held on this issue.

MANAGER OF COMMUNICATIONS REPORT: Ingles stated they had Wittenberg's report and they have talked about most of what's in his report already.

Executive Session - (5ILCS 120/2)(c)(1) Personnel – There was no need to go into executive session.

Closing comments from the public – None.

Closing comments from board members – Ingles stated they have 3 members of the board expiring on May 1, 2015 and 1 expired on May 1, 2014. Ingles explained Chairman Fannin's process for selecting the members of the ETS Board. Woodburn asked if it would help having someone from the fire departments on the board. Ingles stated that Fannin is aware of that and will be looking at this issue. He stated everyone will serve until these new appointments are made through the county board cycle.

Metzke brought up the issue of call boxes. Metzke explained he has been approached by one fire department that has the call box at the telephone central office. He explained they are fed up with sitting in their running vehicles. A lengthy discussion was held on this issue including costs. Bradshaw is going to go through outage records to see how often there are outages in which the call boxes need to be manned. Bradshaw explained how they can re-coop their costs from companies who have caused line cuts causing the outages. Bradshaw also stated there are very few instances when departments have had to man their call boxes in the last several years. Bradshaw will look through the records on how many times it has happened in past few years. Bradshaw was asked to see if possible what other states do.

There being no further business a motion to adjourn was made by Tibbs with a second by Sheriff Childress. Voice vote was unanimous. Meeting adjourned at 5:26 p.m.

Respectfully submitted by Candi Bradshaw

A handwritten signature in cursive script that reads "Candi Bradshaw". The signature is written in dark ink and is positioned to the right of the printed name "Candi Bradshaw".