

VERMILION VALLEY
REGIONAL EMERGENCY COMMUNICATIONS
JOINT AUTHORITY

VERMILION VALLEY REGIONAL E.T.S.B.

**MINUTES OF VERMILION VALLEY REGIONAL EMERGENCY
COMMUNICATIONS JOINT AUTHORITY / ETS BOARD**

MEETING OF MARCH 15, 2017

Chairman Woolford called the meeting to order at 11:19 a.m.

Roll call showed the following present, Jim Woolford, William Flott, Mark Travis, Paul Johnson and Mike Ingles. Scott Runyon for Jerry Causer, Gary Bird for Robert Turner. Scot Wrighton arrived at 11:25 a.m. Absent were Al Metzke, Robert Turner and Jerry Causer. Also present were Robert Young, Livingston County Board Chairman; Alina Hartley, Livingston County Administrative Specialist; John Clemmer, Livingston County Financial Specialist; Barb Sear, Livingston County Treasurer; Ben DuBois, Supreme Radio; Candi Bradshaw and Randy Wittenberg.

Woolford led the Pledge of Allegiance.

Woolford asked if there were any questions or corrections on the February 15th Minutes presented to the board. There were none. A motion was made to approve the February minutes by Johnson with a second by Bird. Voice vote was unanimous with all ayes.

Woolford asked there were any questions or discussion on financial reports for February. Flott inquired about the payroll amounts and which account they were paid out of, whether LIV COM or Vermilion Valley. Clemmer explained how it was separated during the pay period and each account paid their part of the payroll. Clemmer reported that Diane Schwan did a very good job of splitting all of those records along with splitting where the invoices belonged. Flott also inquired about the medical insurance being greater than it was budgeted for the month. Sear stated she had to issue a binder check so that may be the reason. A discussion was held on this. Flott asked if they would be over budget on medical. Wittenberg stated they may be but the overall budget will be under. Another discussion was held.

A motion was made to approve the February financial report by Bird with a second by Flott. A roll call votes was unanimous with all ayes.

OLD BUSINESS: None.

NEW BUSINESS:

IMRF – Woolford tabled this until the next meeting.

Resolution for 457 Plan – Wittenberg explained the 457 plan that the employees had previously, which is no cost to the employer. He stated he had everyone rolled over but was told they need a resolution so he can go ahead and finish the paperwork. A motion to approve the resolution for the 457 Plan was made by Wrighton with a second by Ingles. A roll call vote was unanimous with all ayes.

Coordinator's Report – Bradshaw stated she has spent most of her time on paperwork to get changed / transferred over to the new entity. She did report on the problems they had with all the 911 trunk lights going on at the same time and answering all the calls. Bradshaw reported it to the Customer Care Center. She was told that they have had lots of weather related problems etc. They told her they thought it was all taken care of now. Bradshaw reported each time it happened they did test calls to ensure the 911 calls were able to come through and it all worked fine.

Director's Report – Wittenberg stated they currently have 11 full time dispatchers, which is what is budgeted. He reported he terminated one of the trainees which wasn't working out. He reported he hired 2 new part time dispatchers to put into training. Wittenberg stated he is hoping to have everybody trained and full staffed by May 1st. He reported they did an upgrade with Spillman the day before. The upgrade went well and fixed some of the bugs they were having.

A long discussion was held on the possibility of pushing reports through Spillman to the Circuit Clerks office. A discussion was held on what the Circuit Clerk would actually need. Woolford stated there is a lot of sensitive information on police reports that don't need to be given to everyone. It was discussed how the Spillman system works through the users group. The users group is made up of representative from all the departments and they decide who gets access and who does not. It was also discussed that the users group would have to know what information they have that the Circuit Clerk would need. Woolford stated they could have the State's Attorney and the Circuit Clerk could come to the users group and tell them what they need. More discussion was held.

Wittenberg stated as far as radios, they are getting to the point where they are ready to finish up some final conversations with Motorola on the tower up in Grundy County. He said he will have a better idea by the next meeting on what if any costs there will be and what is associated with that.

Wittenberg stated he has started sending full time dispatchers out to training again.

Wittenberg stated he met with the President of MABAS 23. He reported they have concerns of what they are doing for them. Wittenberg stated he told him they could sit down with them and explain what they can and cannot do for them. That meeting has been set for March 28th. A discussion was held on the fast changing technology right now. Also a discussion was held on trying to get the costs for keeping the UHF system working for those who need paging and who should pay for it. The board requested staff to isolate the costs that are in place to support the pagers and UHF radio system uniquely and report it back to the board. Johnson brought up a discussion on the Spillman System; within the CAD module is essentially a backup paging system and how that works. He also stated that module would have to be purchased. A lengthy discussion was held on the paging / UHF system, who uses what and costs associated with keeping UHF updated. Travis brought reported from while at the ILEAS Meeting they were told ILEAS has roughly 800 Star Com radios that were turned back into them so if anyone needs some to let them know. It was decided to let Wittenberg have his meeting with the fire departments and see what options there are out there. Wittenberg stated the second meeting would include all the fire chiefs to attend.

Closing comments from the public – None.

There was no need to go into executive session.

Closing comments from Chairman or board members – Woolford stated they needed a Budget / Finance Committee meeting and asked Travis to chair that committee. Once a date is set for the meeting Woolford asked Travis to let Wittenberg or Bradshaw know when that meeting is scheduled for so they can post an agenda.

There being no further business a motion to adjourn was made by Flott with a second by Wrighton. Voice vote was unanimous. Meeting adjourned at 12:21 p.m.

Respectfully submitted by Candi Bradshaw Candi Bradshaw