

**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 APRIL 12, 2017**

Vice-Chairman Metzke called the meeting to order at 11:11 a.m.

Roll call showed the following present, Al Metzke, William Flott, Paul Johnson, Robert Turner and Scott Runyon for Jerry Causer. Absent were Jim Woolford, Mark Travis, Scot Wrighton, and Mike Ingles. Also present were John Clemmer, Livingston County Financial Specialist; Candi Bradshaw and Randy Wittenberg.

Metzke led the Pledge of Allegiance.

Metzke asked if there were any questions or corrections on the March 15<sup>th</sup> Minutes presented to the board. There were none. A motion was made to approve the March minutes by Johnson with a second by Turner. Voice vote was unanimous with all ayes.

Once the bills made it around the table Metzke asked for a motion to approve the bills, which was made by Flott with a second by Johnson. A roll call vote was unanimous with all ayes.

Metzke asked if there were any questions or discussion on financial reports for March. There being none, a motion to approve the March financial reports was made by Flott with a second by Johnson. A roll call vote was unanimous with all ayes.

OLD BUSINESS: None.

NEW BUSINESS:

Personnel Issues – Wittenberg reported they had a Personnel Committee Meeting at which sick-time was discussed. He reported on what happened in the meeting along with how it affects IMRF. He stated his recommendation

was to table this until the next meeting seeing how Chairman Woolford and Wrighton were on the committee and are not present. He explained how the committee could possibly meet one or more times to inform them what they found out from IMRF. He stated he wants to make sure they have all of the facts and wants to be fair the employees. A discussion was held on this topic.

Flott inquired if anything new had been done concerning the Dwight Tower. Wittenberg stated they were to be going up to Dwight this week to put up a new, stronger repeater. They think they can put it on top of the police station which is supposed to cover the downtown area to fix the problem. He stated they were going to try this option first. He reported they cannot get a good structural analysis on the FAA Tower, so that has gone on the wayside. Wittenberg stated he has informed Dwight that if this new repeater does not work the only other option they have is the water tower. He reported they have conceded to let them use the water tower out by Donnelly's. He stated that will be the next step in this process. A discussion was held. Metzke informed the board that the radio people were in the building in Dwight today.

Coordinator's Report – Bradshaw stated she nothing to report other than what was in her written report.

Runyon asked about the GIS fire hydrant layer Wittenberg had told them about and asked what he needed from them. Wittenberg stated nothing at the moment due to them trying to get the Streator area fixed in mapping first. A discussion was held on hydrants with board members.

Flott inquired about the status of the grants. Johnson stated there was no time table on the grants and it could be until October before they find out for the fire department grant. Wittenberg stated his grant for consolidation's time window is anytime from June 1<sup>st</sup> through September. A discussion was held on both of the grants.

Director's Report – Wittenberg reported on the Town Hall Meeting he and Bradshaw attended on NG911. He stated it was mostly centered on FirstNet. Wittenberg explained his interpretation of FirstNet. He also stated the meeting was to try to start getting everyone ready for NG911. He stated the only thing they don't have right now for NG911 is texting. He stated the phone and CAD system they just bought are texting capable. He reported he thought the dispatchers needed a break to let things settle down after the name change project. He stated he would probably put it into next year's budget.

He reported he met with MABAS and thought it was a good meeting. He is currently working with Swartz on the possible options for the towers and the UHF radio system. He stated he is working with them to help them do that as well as helping them to possibly go to ERS, which pushes our CAD information out to them in a report format that they can file with the State. He said they are looking into the cost of this project.

Wittenberg stated they had a finance committee meeting in which they are trying to work on next year's budget. He discussed what the plan for making that budget would be now that they know what their true costs will be. He pointed out a couple of points in the financial reports such as overtime. He explained how the overtime was calculated and where it is at within the budget. He also reported that the dispatch total payroll is down even with hiring the part time employees.

Closing comments from the public – None.

There was no need to go into executive session.

Closing comments from Chairman or board members – None.

There being no further business a motion to adjourn was made by Flott with a second by Turner. Voice vote was unanimous. Meeting adjourned at 11:37 a.m.

Respectfully submitted by Candi Bradshaw

Candi Bradshaw