

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 MAY 15, 2019

Chairman Woolford called the meeting to order at 11:01 a.m.

Roll call showed the following present, Jim Woolford, Gary Bird, William Flott, Paul Johnson, Mark Travis, and Scott Runyon. Mike Ingles arriving at 11:10 a.m. Absent was Robert Turner. Also present was Diane Schwahn, Finance Director, Livingston County; Sheriff Tony Childress, Livingston County Sheriff; Laurie; Mack & Associates, Candi Bradshaw and Randy Wittenberg.

Woolford led the Pledge of Allegiance.

Woolford stated the Board Minutes for April 10th were in their packets and asked if there were no comments or corrections he would entertain a motion to approve. A motion was made to approve the Board Minutes of April 10th by Bird with a second by Runyon. A voice vote was unanimous with all ayes. Motion carried.

Woolford stated financials reports & bills for April were in their packets and if no discussion he asked for a motion to approve the financial reports and bills for April. A motion to approve was made by Flott with a second by Johnson. Bird asked about a couple fire departments having a credit next to them on the spreadsheet. Wittenberg explained how they had made the change for increases and had to go back and change the increases and those fire departments had already paid for the year. A roll call vote was unanimous with all ayes. Motion carried.

OLD BUSINESS:

As brought up on the floor – None.

NEW BUSINESS:

Auditor / Audit Report – Laurie from Mack & Associates gave her report on our yearly audit. She stated there were no findings only one management comment

which she would explain at the end of the presentation. She passed out copies of the audit. She went through the pages of the audit copies stating there were no issues. She stated the comment on the management financial statement preparation which was also a comment on the county's audit as well. This means we engage in outside auditors to prepare the audit and although we do this we take responsibility for the audit reports. IMRF was discussed. She explained IMRF as to what it means within the audit. She stated we are making all the required contributions we are required to make. Flott asked if we should be putting more into that fund with which she stated no, we are making the all required amounts we should be making. A motion to approve the audit was made by Flott with a second by Travis. A roll call vote was unanimous with all ayes. Motion carried.

I Am Responding – Wittenberg began by asking Chief Johnson to explain it since he has had some experience with this because they have it. Johnson began by stating this is a phone application not to be used on a computer. It is essentially a back up to the current dispatch system we have. He explained how this works. He reported they lost the tower connection a few months back and dispatch (UHF) couldn't page them out and they got the calls on the I Am Responding phone application. He stated this is a back-up for dispatching. He reported this worked well for them. He said Dwight pays for this on their own (approximately \$800 a year). He explained more as to how it works and what it is capable of doing. He stated himself along with Pontiac Fire and Streator Fire think this would be a great tool for a dispatching back-up as well as for them to share data for responses throughout the county. Wittenberg said they are coming in to do a demonstration on the 22nd of the month. He stated he would probably come back to the board next month to ask the board to purchase it for all the fire departments within the county. He explained his reasoning for this. He stated this would be a little over \$9000 a year over a 5 year period. He stated there was a lot of advantages to doing this. Johnson also stated that when the UHF system goes down, dispatchers have to contact all the chiefs in the county/area and that is not always easy to do. If the paging system goes down they can go in and select who to send messages to, stating the paging system is down and use I Am Responding. A lengthy discussion was held with questions being asked and answered.

As brought up on the floor – None.

Coordinator's Report – Bradshaw reported nothing other than what was in her report.

The question was asked about with the Dwight project all done and does Fairbury have the same issue before we go complete Star Com. Wittenberg stated he has a meeting with fire departments tomorrow and he finally received from Motorola the maps. He stated it looks like we have a couple things to look at. One being Fairbury and a tower in Odell which could solve a couple of problems. He stated they need to take a look at this and have some discussions with Motorola. He said

they have some problems with the east side of the county. A discussion was held on this.

Director's Report – Wittenberg reported he has had some conversations with Jalen Duncan concerning building a website for us. He has also talked with Jon Sear about this. Wittenberg reported both people Sear recommended no longer build web-sites. He stated without spending a fortune this young man is a college student and he can build us one fairly inexpensive. He stated he will have a project cost to come back to the board with it. A discussion was held on this with Wittenberg answering the question of why not use an established firm for this. Wittenberg's answer is the high cost. He is going to make sure Sear is comfortable with this and possibly being able to make any changes we may need. A discussion was held on this.

He stated the dispatch furniture is in and they have only a couple of things to finish up. He feels it looks really good.

He reported everything is complete for OSF for dispatcher State Certification and he is just waiting on OSF. He said they have a couple meetings coming up, one with fire departments tomorrow and one with OSF at the end of the month. He also has a meeting coming up with I Am Responding.

Woolford inquired about Crime Stoppers. Wittenberg gave an update on this. He reported on the problems involved with getting this done with Frontier. It has been take care of and we are waiting for the line to be put into the center. Once that is done he will call a meeting with Crime Stoppers. He is hoping for it to be done and operational the early part of June. A question was asked on how the message of Crime Stoppers gets out and who pays for it by Ingles. It was explained how Crime Stoppers pays for it, he stated how they get the money and how it works. A discussion was held on the topic.

Flott inquired about 911 being down over the weekend. Wittenberg stated they were not down but having issues on Sunday. A board burnt out in Bloomington at the router and calls were being transferred to other places. He explained which calls were going to which call centers. He said Met Com got most of our calls and did a great job working with us during this problem time period. He stated he came in Sunday and called Frontier and they got it back up and running correctly Monday morning. He reported the state contact, Cindy, was very good at communicating with all the PSAP's about what was going on.

Woolford reported about that earlier in the week Pontiac PD's main line went down and was ringing, ringing but not showing they were getting a call. He reported that Frontier told them at that time that all of their software tools were broken and couldn't get it fixed. He stated they had to call the fire department and leave a line off the hook so they didn't roll.

Wittenberg reported on the money they had in the 911 Money Market account making very little interest (\$172, 029. 04 making less than 1% interest). The Treasurer talked to Bradshaw and himself about transferring it to a couple of CD's to make more interest for us. He stated he talked to the some members of the Finance Committee about this and he decided to put \$50,000 into a 6 month CD at 2.29% and remainder of the money in a 13 month CD at 2.35%. He reported we still have access to the money but makes us a little more money.

Closing comments from the public – None.

Closing comments from Chairman or board members – Chairman Woolford stated at the next meeting anyone interested from the board in filling Metzke's position as Vice Chairman please let him know for the next meeting. He reported he thought Nixle has been successful. He also stated there was a need for a Finance Committee Meeting.

There was a motion made to go into executive session for (5ILCS 120/2)(c)(1) Personnel Matters by Ingles with a second by Travis. Roll call vote was unanimous.

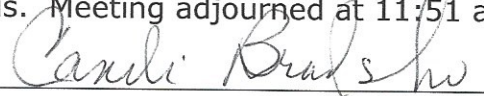
Regular session suspended at 11:44 a.m.

Regular session resumed on May 15 2019 at 11:50 a.m.

Action resulting from executive session – None.

There being no further business a motion to adjourn was made by Flott with a second by Travis. Voice vote was unanimous. Meeting adjourned at 11:51 a.m.

Respectfully submitted by Candi Bradshaw

A handwritten signature in cursive script, reading "Candi Bradshaw", written over a horizontal line.