

**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 13, 2020**

Chairman Woolford called the Zoom meeting to order at 11:04 a.m.

Roll call showed the following present, Jim Woolford, Jacob Campbell, William Flott, Jim Hargitt, Robert Turner, Gary Bird, Tony Childress and Paul Johnson. Absent was and Tim Henson. Also present was Diane Schwahn, Finance Director, Livingston County; Erica Bloomberg, Auditor for Mack & Associates. Also present was Candi Bradshaw and Randy Wittenberg.

Woolford stated for the meeting being a Zoom meeting for all votes they would do roll call so we know who all is voting what and when speaking to please state who you are so minutes can reflect who is speaking.

Woolford stated they would forgo the pledge at this Zoom Meeting.

**AUDITOR'S PRESENTATION:** Erica Bloomberg shared her screen of the audit copy for the board members. She presented her findings for the authority's audit. She stated it went rather smoothly and was given everything they needed to complete the audit. She stated they had no findings to report and no compliance issues. Erica went through the pages of the bound audit. She explained about the figures for IMRF, assets, liabilities, expenses and the differences from last year.

Woolford stated the Board Minutes for March 12<sup>th</sup> 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 March 12<sup>th</sup> by Flott with a second by Hargitt. A roll call vote was unanimous with all ayes. Motion carried.

Woolford stated financials reports & bills for March and April were in their packets and if no discussion he asked for a motion to approve the bills and financial reports for March and April. A motion to approve was made by Childress with a second by Bird. A roll call vote was unanimous with all ayes. Motion carried.

## **OLD BUSINESS:**

Revenue Policy Discussion – Wittenberg stated no discussion for now on the Revenue Policy. He stated it was a place holder for when they have there next board meeting.

As brought up on the floor – None.

## **NEW BUSINESS:**

Board Members Renewals – Woolford and Wittenberg stated this would be for renewing of current board members / renewal of board members who were filling for past members. They would include Henson, Woolford and Turner. This was just for informational purposes. Flott asked if he has an alternate and Wittenberg stated he needs to have that conversation with the board chairman.

As brought up on the floor – None.

Coordinator's Report – Wittenberg reported nothing other than what was in the Coordinator's written report.

Director's Report – Wittenberg reported he had sent out a report via e-mail earlier. He stated just a couple highlights were they are down to 8 full time dispatchers. He said they have 4 part timers training right now. He thought a couple will be done soon. He stated all 8 dispatchers have done a really good job helping out with one moving to a different shift to help. He stated they are the keeper of Covid names and addresses and try to keep that as private as possible while keeping our agencies informed. Flott inquired about the equipment expenditures with Wittenberg stating he would have to know what exactly they were for before he can answer that question and he would get back to him. Flott also asked about a \$4500 unemployment figure. Wittenberg reported that was done now. He stated they terminated an employee and as part of that package they allowed that person to collect unemployment.

Wittenberg reported that Christina left to go on disability and she is back in the hospital again at this point and not doing well. He was asked if she was the one on lock-out. He reported no, the one on lock-out is a part timer who is working on an ambulance and he could not have her in the center with her responding to medical calls with the ambulance. He reported he also has one full-time who takes shifts for SELCAS but has asked him to not work any shifts right now.

Closing comments from public – None

Closing comments from Chairman and board members – Woolford stated he knows Zoom meetings are difficult and he appreciates staff getting out all of the reports to them. He stated the biggest thing is for all of them to remain viable and functional during this tough time.

Hargitt asked when they plan on meeting again. Wittenberg stated they have a meeting of the whole scheduled for June and depending what the Governor does in the next few weeks. If they are in phase 3 they may be able to meet with no more than 10 people in one place. He stated they may have to move it back further into the month to meet those expectations. He also reported he is hoping by July they will be in phase 4 and able to have a regular board meeting.

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

There being no further business a motion to adjourn was made by Flott with a second by Childress. Voice vote was unanimous. Meeting adjourned at 11:32 a.m.

Respectfully submitted by Candi Bradshaw Candi Bradshaw