

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 JANUARY 13, 2021
ZOOM MEETING

Chairman Woolford called the zoom meeting to order at 11:00 a.m.

Roll call showed the following present, Jim Woolford, William Flott, Paul Johnson, Gary Bird, Tim Henson, Jim Hargitt, and Kathy Arbogast alternate for Tony Childress. Absent were Jacob Campbell, Tony Childress and Robert Turner. Tony Childress and Jacob Campbell both joined meeting at 11:30 a.m. Also present were Kathy Arbogast, Livingston County Board Chairman; Alina Hartley, Director Livingston County Board; Diane Schwahn, Finance Director, Livingston County Board; Dave Lander, Supreme Radio; Candi Bradshaw and Randy Wittenberg.

Woolford stated to forego the Pledge of Allegiance due to being a zoom meeting. He asked each recite it at some point later.

Woolford stated the Board Minutes for November 18th were in their packets. He asked if there were no comments or changes needed he would entertain a motion to approve. A motion was made to approve the November Minutes by Flott with a second by Henson. A roll call vote of was unanimous with all ayes from Flott, Arbogast, Henson, Bird, Hargitt, Woolford and Johnson. Motion carried.

Woolford stated financial reports & bills for November & December were in their packets and if no discussion he asked for a motion to approve the bills and financial reports for November and December. A motion to approve was made by Henson with a second by Johnson. A roll call vote was unanimous with all ayes from Woolford, Bird, Arbogast, William Flott, Tim Henson and Johnson. Motion carried.

OLD BUSINESS:

As brought up on the floor – Henson stated he had an incident when one of his officers was hit by a car while trying to arrest a subject. He called for help and it was only transmitted over the

P2 frequency and any county or Fairbury units that would be on P1 and not scanning would not have heard it. He stated he and the Director discussed and rectified it so that this type of call would be transmitted on both P1 and P2 so all agencies who could assist can. Wittenberg stated what happens now is if they get that call on P1 or P2 they would put that call on the opposite channel so everyone gets that call. He stated Pontiac did respond because they were on the same channel. Woolford also stated they should put that out on P3 also.

Flott asked about the generator in Dwight. Wittenberg stated a new generator has been put at the Dwight tower and is up and running. He also stated last week during the ice storm there a power outage and there was no issue what so ever.

NEW BUSINESS:

Approve Additional Ports for Intrado – Wittenberg reported they have X number of resources on the consoles and they are taken up by radio channels, phone lines, etc. and they are maxed out. He stated they need extra resources to record because everything now is based on the sitting positions. He stated P3 is not being recorded like P1 and P2. He explained what needs to be recorded like IFERN and NIFERN. He stated it is extremely important like last week with the ice storm. He said this came to light when they had a MABAS exercise and we had a relay from Chicago to Springfield. He explained how this would be better with this at each console. He stated he is working with Motorola and the price is \$15,360.00 and was in the Capital Budget. Wittenberg asked that he be allowed to make this purchase and move forward with it. Woolford asked if this was something someone else could do with Wittenberg stating no because it is a Motorola console with Motorola/Intrado equipment. Flott asked if there was a dedicated console/desk made for fire as talked about earlier. Wittenberg stated that starts next week. Flott inquired if all the equipment was already in the console with Wittenberg responding yes. He also asked if the fire desk would have these additional ports with Wittenberg stating yes. He stated all 5 consoles would have this. He explained this a little more. He also explained the fire desk in a little more detail for the board. A motion was made to approve the additional ports for Intrado by Henson with a second by Hargitt. A roll call vote was unanimous with all ayes from Woolford, Bird, Arbogast, Flott, Hargitt, Henson and Johnson.

Approve Dispatch Supervisor Position – Wittenberg reported about how they had 3 people including Bradshaw, himself and our office manager and now with only 2 of them he explained what they do along with both he and Bradshaw working on Nex Gen. He stated they need more day to day hands on help with dispatch to help along with all the training that needs to be done along with being the right kind of training. He stated they also need help with Spillman. He explained about what the extra needs that are necessary for Spillman. He also explained about the other needs for this position. Woolford asked Wittenberg to address the financials along with if any other centers our size and how they operate. Wittenberg reported the only 2 counties he is familiar with would be METCOM (which is larger than us) and Grundy County. Grundy County Supervisor position makes a \$65,000 a year is an exempt position. The METCOM makes a bit more than that. He explained all the positions that MET COM has.

He reported Grundy County has 4 people and METCOM has more than that compared to us only having 2 doing all of the work. He reported it is in the budget. More discussion was held. Hargitt asked if he was looking to hire from within or outside. He stated since this position would not be in the union he didn't think people from within would be interested however, he would entertain inside candidates if they were interested. Hargitt also inquired since Bradshaw and Wittenberg are daytime personnel would this person be daytime, nighttime or what. Wittenberg replied that it would be both, having some daytime hours with some overlapping nighttime hours. Several more questions were asked and answered by Wittenberg. Henson went on record stating how much things have been added to current personnel and with Spillman that he would be in favor of this new position. Woolford also added that he agreed with Henson and was in support to adding a Supervisory Dispatch position. He explained also about the LEADS entries and what work is involved with those and what that entails, and that Spillman takes up a lot of time. Flott stated we need to work on the job description. He thought the dispatch supervisory job description looks a little light. He also stated he would like to see a list of things that have gotten pushed back due to lack of time to get them done and put them in that job description. Wittenberg stated one of the things they have been working on is they have been meeting with Ragan's and Supreme on upgrading the fire side of radio. A discussion was held on this position with Childress asking questions on why this is needed and some other things. Campbell stated he is in support of this position. He also suggested not to get too deep into the job description until the new person is hired to see what the strengths are. Henson and Woolford agreed with this with Woolford stating for it to say "any other duties assigned by the Director". Wittenberg stated he could get that list of things that have gotten pushed back to the board by the February meeting. A motion was made to establish the Dispatch Supervisor Position was made by Bird with a second by Henson. A roll call vote was made with ayes being Woolford, Bird, Campbell, Flott, Hargitt, Henson, Johnson all ayes and with Childress voting no. Motion carried.

As brought up on the floor – None.

Coordinator's Report – Bradshaw reported nothing other than what was in her written report. She said she is still finishing up the call handling agreements and starting to work on the Annual AR Report for the state. She also mentioned the new batteries have been installed in the UPS downstairs on 11/18 and generator maintenance is due to be done this week.

Director's Report – Wittenberg reported they got the problem solved at Dwight. He's been working with Ragan's and Supreme on the new radio system for the fire departments and will have more on that in February. He noted he has been working with Diane on the yearly audit and we will probably get that back in April or May. He reported health insurance is down a little bit.

Closing comments from public – None

Closing comments from Chairman and board members – None.

There was a motion made to go into executive session for (5ILCS 120/2)(c)(1) Personnel Matters Executive Session by Childress with a second by Flott. Roll call vote was Woolford, Bird, Campbell, Childress, Flott, Hargitt, Henson, and Johnson was unanimous with all ayes. Motion carried.

Regular session suspended at 11:50 a.m.

Regular session resumed on March 12, 2020 at 12:01 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 Childress. Voice vote was unanimous with all ayes. Meeting adjourned at 12:02 p.m.

Respectfully submitted by Candi Bradshaw Candi Bradshaw