

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 JUNE 16, 2021

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

Roll call showed the following present, Jim Woolford, William Flott, Paul Johnson, Tim Henson, Jacob Campbell (arrived at 11:06) and Tony Childress. Absent were Gary Bird, Jim Hargitt and Robert Turner. Also present was Cate Moulton, Auditor, Mack & Associates; Diane Schwahn, Finance Director, Livingston County Board; Candi Bradshaw and Randy Wittenberg.

Woolford led the Pledge of Allegiance.

Woolford stated the Board Minutes for April 14th Minutes were in their packets and there was no meeting in May. A motion was made to approve the April 14th Minutes by Flott with a second by Henson. A voice vote of was unanimous with all ayes. Motion carried.

Woolford stated financial reports & bills for April and May were in your packets and if there is no discussion he would entertain a motion to approve. Flott had a couple items, one being he understood the overtime with everything going on. He also asked if we had applied for the "Cares Act". Wittenberg stated he had not. Woolford added that they didn't think we were eligible for that. A discussion was held on this issue. Flott also asked about a couple of other items that were a little over budget. Wittenberg explained that one was the audit with Schwahn explaining how if items were not actually spent monthly things looked like they might be over but are not. Wittenberg also stated he believes he has one item under the wrong account. A discussion was held on this along with covering the over-time costs and Covid. A motion was made to approve the April and May financial reports by Henson with a second by Johnson. A roll call vote was unanimous. Motion carried.

OLD BUSINESS:

Wittenberg asked the board to vote to let the Auditor go ahead of the old business since she has another meeting to attend. The board moved to change the audit item VII (a) Audit Review to (a) under new business and then come back to item VI.

Audit Review - Cate Moulton, Auditor from Mack & Associates began her review of our audit. She handed out bound copies of the audit. She began by explaining their opinions on the audit and other items. She went through the whole audit. She reported that the audit showed a strong cash position with close to 6 months of expenditures. She also stated the cash is the major assets. She explained the major liabilities. She explained all of the rest of the documents within the audit. She also explained GASB 84. She finished up her presentation and answered a couple of questions that were asked. A motion to accept the audit as final was made by Flott with a second by Henson. A roll call vote was unanimous. Motion carried.

Update on RFP – Wittenberg stated he handed out his report. He began by stating the Request for Proposal was sent out to both Ragan's and Supreme for the upgrade of the UHF radio system. He said it has been sent out and revised twice and this is the final document. He said this is just for the board to review. Wittenberg stated the next date important to them is June 28th at 10:00 a.m. they will meet with the vendors when they can ask questions. He also stated they would then move forward and take tours of the sites. Final proposals will be due July 30th on this project. He will also be putting out a RFP on the Star Com Radio Project. That will be going out to Motorola and Supreme sometime this week. He stated they had decided they wanted a Motorola product only so that is why it is only going out to Motorola and Supreme. He said it is moving along pretty good. He said he has had conversations with Motorola and they are working on identifying a Clear Talk tower over by Saunemin. They are also having discussions with the City of Fairbury on the possible use of their water tower. Also he is having discussions with Motorola on getting us one price for the county for all of the radios. Woolford asked if the Star Com Project is dealing with 2 sites not one with Wittenberg answering yes. Wittenberg stated they went around the county and tested radios within the county and found out exactly what they knew, where they worked and didn't work. They feel it should solve the in building coverage problem in Fairbury for the most part with something on the water tower. But there still may be a problem with the tunnel at the high school that is surrounded with concrete and steel. Woolford asked if Wittenberg had considered what the funding mechanisms for the project may be. Wittenberg responded that there is a couple. There is some Covid relief funds coming back to the municipalities they can talk about with them and also they have some fire fighter grants coming up in September they can apply for. He stated one of the parts of this project is for tornado sirens and Enbridge is wanting a siren on their property so we could talk to them about a grant. Johnson reported that the fire fighter grant would have to be a regional grant and have to go through a host fire department and there would have to be intergovernmental agreements already signed. A discussion was held on this. It was also discussed that the county was given a large amount of money which is ear marked for public safety and we should talk to them first. It was discussed as to when the county and municipalities would start getting their money. Another discussion was held.

As brought up on the floor – None.

NEW BUSINESS:

Lights on the Odell Tower – Wittenberg stated they are not working at all. He stated he would be setting up a meeting with Alina of the county to work on that. It is the county's tower. He explained about lightning strikes and some grounding issues. This board has sent up electricians to re-ground the tower more than one time. Ragan's thinks there is a better system to put in place but it costs approximately thirty some thousand dollars and it is not our money to spend. The question was asked about notification of lights being out. Wittenberg stated they have notified the FAA about the lights being out and they are all good.

Update on Dispatch Supervisor – Wittenberg introduced Sarah Cook to the board. She is the new Dispatch Supervisor. He said she is doing a good job. He informed the board of what she has been working on including EMS and Spillman. He said she is also working with OSF on some training issues. She is also working on some training with the new people.

Henson asked about Spillman. He heard the possibility that Spillman may be going away. Diane said all she could say is it is always being evaluated. A discussion was held on this. Wittenberg said Spillman does everything they need it to do and has no interest to make a change.

Flott asked about the cost of retiring employees. He wanted to know about the ETSB and the new Vermilion Valley who is responsible for it. A discussion was held on this. Woolford and Wittenberg did state that Vermilion took on the IMRF responsibility from the ETSB.

As brought up on the floor – None.

Coordinator's Report – Bradshaw stated the only thing she had to report other than what was written in her report was the one battery in the UPS Battery backup system downstairs has been replaced. Mid Illinois came yesterday and installed it and it was under warranty.

Director's Report – Wittenberg stated they were going to have formal staff meetings on Monday mornings along with whoever the lead supervisor is at that time. He also reported they finally got our 911 call transfer ability to other centers. He explained how that would be good especially during the winter with all the calls on I-55. He stated they still have an issue with Ford County and are trying to figure that out. He also stated we can't transfer calls internally. Jon is working on that issue. He said things are going really well right now.

Woolford stated looking at the last meeting's minutes we had talked about the banks when calling 911 and it going to a call handling center instead of 911. Wittenberg stated they have not done anything as of yet. He said he would have a discussion Monday morning with Kevin and Sarah and get them to work on that. A discussion was held on this issue with a lot of the problem is with VOIP phone systems. Wittenberg stated they needed internally to discuss this and how to get the word out to everyone. Another discussion was held.

Closing comments from public – None

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

Closing comments from Chairman and board members – Johnson stated he would like to thank Wittenberg and the dispatchers for the 2 structure fires within a matter of 3 hours and both were

pretty significant. He stated they did an awesome job and to please pass it on to the dispatchers.

There being no further business a motion to adjourn was made by Flott with a second by Campbell. Voice vote was unanimous with all ayes. Meeting adjourned at 11:52 a.m.

Respectfully submitted by Candi Bradshaw

Candi Bradshaw