

**GALESBURG/KNOX
EMERGENCY TELEPHONE SYSTEMS BOARD
(ETSB)
MEETING MINUTES
Thursday, July 18, 2007**

A meeting of the Knox County Emergency Telephone Systems Board (ETSB) was held on Thursday, July 18, 2007 at 3:00 p.m. in Police Chief David Christensen's office at the Public Safety Building.

Those present were: ETSB Chairman John Cratty, ETSB Vice-Chair David Christensen, Western Illinois Firefighters Association Representative (WIFA) Tim Robbins, Sid Carlson, Knox County Ambulance Association Representative, Knox County Board Member Wayne Saline, General Member-at-Large, Timothy Murphy, Knox County Treasurer Robin Davis, Knox County 9-1-1 and Data Communications Coordinator Vicki Miller and Margo Davila, Secretary II.

Those absent were: Knox County Sheriff James Thompson and Terry Pool, Cottage Hospital EMS Administrative Director.

Also absent was; John Rhea, Motorola Representative

Chairman Cratty called the meeting to order, with quorum present. Minutes of the meeting held on Thursday, June 21, 2007 were reviewed and approved for motion by Tim Robbins, and seconded by Sid Carlson, carried by viva voce vote.

The Treasurer's Report for July 19, 2007 was presented by Knox County Treasurer Robin Davis. Current balances include; \$25.00 in the checking account, an investment of \$250,000.00 (due 9/20/07 @ 5.55%) and a money market (variable rate) of \$255,267.21 reflecting a total of \$505,292.21. The check register/vendor payment history was reviewed at a total of \$15,190.36.

Sid Carlson discussed a possibility of investing \$200,000.00. There should be enough funds in the account to cover Gallatin River and personnel expenditures and a certificate of deposit maturing on 9/20/07. Robin Davis will proceed with obtaining information regarding investment terms and interest rate projections. Discussion was held regarding the bank signature cards. Currently, Robin Davis is an authorized signer; however it was recommended that Chair Cratty and Vice Chair Christensen be authorized on the signature cards for the purposes of check and balances and situations arising whenever absences occur. A motion was made by Wayne Saline to approve the Treasurer's report and seconded by Tim Robbins, carried by viva voce vote.

Vicki Miller submitted her 9-1-1 reports; the month of March totaled 2,047 calls, of those calls; 1002 were cellular and 246 were county. The month of April totaled 1,868 calls, of those calls 1,042 were cellular and 184 were county. The month of May totaled 2,121 calls, of those calls, 1,243 were cellular and 179 were county. The month of June totaled 2,116 calls, of those calls, 1,184 were cellular and 209 were county.

Vicki Miller reported that dispatchers are being tested on software prior to their employment. The Livingston County Motorola equipment was picked up by Supreme Radio to utilize the back up telephones as well as the controller in the Communication Center. The ETSB will save a considerable amount of money, as the equipment was obsolete to Livingston County and at no cost to ETSB.

The Wireless Communications report was discussed with the Simmetry Phase 1 implementation in progress. Simmetry is a GSM "network" provider vs. handset solution, which has caused an additional delay in the implementation. Simmetry has 5 sites in Knox County; however Knox County is first on the list and to be provided with a map by August.

INENA issues were discussed by Vicki Miller and the status of HB463 sent to Rules on 05/08/07 and is currently sitting on the Governor's desk in regards to the collection of surcharge fees of wireless telephone service subscribers (increases surcharge from .75 to \$1.50-based on a statewide average of wireline costs). Several wireless carriers have not been submitting, which forces submission by the Illinois Commerce Commission to collect delinquent amounts from wireless carriers by legal action or other methods permitted under State law. If the bill is not signed by the Governor, it then becomes law.

The Homeland Security Advisory system threat level is currently at yellow.

Due to the absence of John Rhea, there was no Motorola Report given.

Chair Cratty reported that the bids have been released for the Moon Towers Elevator. This will have an affect on the frequencies of OPS1, OPS2, Radio weather, Starband and GHAS.

State Grant monies will be released for approval towards the end of November, whereby municipal funds are redistributed back to cities. The objectives of funding would provide staffing the center, equipment maintenance, system design costs (servers and switches), phone line expenses, and additional training for dispatchers.

Equipment replacement costs are estimated in the following categories;

Telephone costs:	Approximately \$200,000.00
Radio costs:	Approximately \$300,000.00
CAD Server:	Approximately \$ 50,000.00

There is also a possibility of replacing the Marathon Recording System which (includes 48 channels).

There has been insignificant revenue growth as the ETSB estimates that reserves will last approximately 3-5 years.

The Unified Command Mobile Center has been very resourceful, as it was utilized for the Fourth of July and Former President Clinton's Commencement visit to Knox College. The programs on the laptop have been tested and are in working order. Mutual Aid requests have also benefited Lewiston and Fulton County.

Tim Robbins, WIFA representative discussed the box alarm cards and mutual aid requests. The box cards are effective in reducing radio traffic and used for communication references and page outs.

Knox County Board member, Wayne Saline expressed his concern regarding the personnel and telecommunication costs and loss of revenue and looking ahead to explore alternatives such as a recommendation of a Resolution or referendum that would pertain to an increase of surcharge fees.

The ETSB budget that was approved for 2007 is \$811,286.00 which includes landline and cell phone surcharges to total \$541,845.00; the remaining amount of \$229,441.00 is from a reserve fund. If a surcharge on the wireless cell phones expires in 2008, revenues could experience a significant cut into future budget projections.

Due to the absence of Terry Pool, there were no significant EMS matters to report.

Sid Carlson, EMS member-at-large had not significant matters to report other than there are no lobbyist for EMS which eliminates any grant funding.

Due to the absence of Sheriff Jim Thompson, there were no significant Law Enforcement matters to report.

Vice Chair Christensen had no significant Law Enforcement matters to report other than a stockpile of atlases were found as previously reported would be purchased by ETSB.

Timothy Murphy, General member-at-large reported that there is a pandemic flu contingency plan/guideline now in place for Triage. The Knox County Health Department is diverting incoming calls to their hot line, and Triage training continues with dispatchers.

Under Old Business; Sid Carlson inquired about the NAVTEQ GIS Data. The data was purchased and implemented with no further updates.

Under New Business; Knox County Sheriff Jim Thompson retired on July 31, 2007 and Mark Thomas will be serving as Interim Knox County Sheriff for approximately one month. It was recommended that he be extended an invitation to attend the next ETSB meeting on August 16, 2007. The minutes, meeting notice and agenda will be e-mailed to Mr. Thomas.

There being no further business, a motion to adjourn was made by Chair Cratty, and seconded by Vice Chair Christensen, carried by viva voce vote.

The next ETSB meeting is scheduled for Thursday, August 16, 2007.