

**GALESBURG/KNOX
EMERGENCY TELEPHONE SYSTEMS BOARD
(ETSB)
MEETING MINUTES
2/18/2010
Thursday, March 18, 2010**

A meeting of the Knox County Emergency Telephone Systems Board (ETSB) was held on Thursday, February 18, 2010 at 3:00 p.m. in Police Chief David Christensen's office at the Public Safety Building.

Those present were: ETSB Vice-Chairman Sid Carlson, Knox County Sheriff David Clague, Tim Robbins, WIFA Representative, General Member-at-Large, Timothy Murphy, Police Captain Andrew Tolle, Vicki Miller, Galesburg/Knox County 911 Data Communications Coordinator, and Margo Davila, Secretary II

Those absent were: Terry Pool, Cottage Hospital EMS Administrative Director, Wayne Saline, Knox County Board Member

Others absent were: Robin Davis, Knox County Treasurer and Nate Clark, Motorola Representative

Vice-Chairman Carlson called the meeting to order at 3:03 p.m., with quorum present. The minutes of the meeting held on January 21, 2010 were reviewed and approved for motion by Tim Robbins and seconded by Timothy Murphy, motion carried by viva voice vote.

The Treasurer's Report for Thursday, February 18, 2010 was not available due to the absence of Robin Davis, Knox County Treasurer. The report will be available at the March ETSB meeting.

Vice-Chair Carlson submitted the summary accounts payable report dated 2/18/2010 to the ETSB Board at a total of \$40,052.61. A motion was made by Sheriff Clague to approve the bills as noted, seconded by Timothy Murphy, motion carried by viva voice vote.

Vicki Miller reported and submitted her 911 coordinator's report. The 2009 December 911 call report total calls were 1,805 calls; cell phone calls were; 1,301, county calls were; 79. The total 911 calls for 2009 were 21,225, cell phone calls were; 14,550 and county calls were; 1,444. Approximately 2/3 of the 911 calls were generated from the wireless cell phones. The total Administrative calls in Communication for December 2009 were 5,552 calls with the total calls for service noted as 4,354.

The 2010 January 911 total calls were 1,825; cell phone calls were; 1,253, county call were; 75. The total Administrative calls in Communication for January 2010 were 5,551 with the total calls for service noted as 4,344.

Vicki Miller reported that the equipment/telephone audit has been completed and submitted to the Illinois Commerce Commission (ICC).

Vicki discussed the Western Illinois Regional 911 report. She presented a copy of a support letter for the National Telecommunications and Information Administration from the Geneseo Communications, Inc. that will address broadband stimulus grant funding. Captain Tolle explained that there is no financial commitment. The letter of support will be an enhanced benefit to agencies in obtaining high speed data connectivity while sharing information during emergency services. Vicki also submitted and discussed the rural utility map that displays fiber ring ownership in various locations. The grant would address the infrastructure in the following counties; Knox, Warren, Henry, Bureau, Hancock, Fulton and McDonough. Consideration in sending the support letter will have the following advantages: cost savings, addressing bandwidth and technology advancement, agencies sharing timely data information, opportunities for growth and investment. Timothy Robbins made a motion to send the letter as requested, seconded by Timothy Murphy, motion carried by viva voice vote.

The Communication upgrade was discussed by Vicki as the equipment for the PSIC grant has been received and configured /staged in Peoria. The installation is scheduled for the month of March. Copies of invoices have been distributed and forwarded to Robin Davis for maintaining financial records.

Vicki reported that Part 725 Re-Write preliminary discussions are in progress regarding the potential opportunities of the NG-911 operational plans. However, legislation has not yet been drafted.

Vicki discussed the training and professional development of a telecommunicator who has completed the APCO required dispatcher courses. She is now ready to move forward into the job training phase.

The Illinois MABAS Conference will be held on February 24-26, 2010. Vicki Miller and a Galesburg/Knox dispatcher will be attending the session.

David Tuttle, Peoria 911 Coordinator and regional coordinators will address 911 issues at Washington DC on March 14-17, 2010.

The National NENA Conference is scheduled in Indianapolis, Indiana on June 5-10, 2010.

Vicki discussed the power and Telco concerns regarding the Maquon link. Currently, the Maquon link is not on UPS. The approximate cost for moving the receptacle is estimated at \$345.00. A motion was made by Tom Simkins to move the receptacle at the estimated cost, seconded by Timothy Murphy. The motion carried by a viva voice vote.

There were no service provider reports given by Interim Fire Chief Tom Simkins, WIFA Representative Tim Robbins, Law Enforcement Representatives, Sheriff David Clague and Police Captain Andrew Tolle, and General Member-at-Large, Timothy Murphy.

Due to the absences of Knox County Board Member Wayne Saline and Cottage Hospital EMS Director Terry Pool no reports were given.

Vice-Chair Sid Carlson inquired about the approval of ETSB bills when there is a lack of quorum. Margo Davila mentioned that Chair Christensen had sent Kelli Bennewitz, City Clerk a follow up e-mail on 12/18/2009 regarding this matter. Ms. Bennewitz replied on 2/12/2010 noting that no e-mail messages or telephone calls to board members shall be used in place of decision-making or arriving at a consensus of an item; because of the open meetings act. However, bills may be electronically e-mailed as an advance notice, or if something the board would want to have taken off, otherwise the bills will be paid as presented when there is no quorum. Sheriff Clague made a motion to pay the bills as normally presented by the Board upon a lack of quorum. Tom Simkins seconded the motion, carried by viva voice vote.

Under Old Business; Vicki Miller and Sheriff Clague discussed the PISIC grant voucher process regarding the STARCOM Radios with the board. Maquon PD has not yet submitted a signed agreement for their share of the cost. Vicki reported that the plans to have STARCOM in the console will expand the interoperability capabilities on a local and state level. The process will begin next month. The console furniture will be installed and the mobility of Communication Center and the Duty Office will be a temporary transitional period. Captain Tolle reported that Supreme Radio will be on hand for the wiring phase as well as monitoring the STARCOM frequencies in case of any communication concerns.

Under New Business; Interim Fire Chief Tom Simkins reported that there will be an Interoperable Communication Fire Grant workshop held in Macomb, Illinois on March 17, 2010 that will pertain to the development of the Knox County Tactical Interoperable Communication's Plan (TICP). The grant will be used to hire a consultant that will facilitate the drafting of the plan that is a state requirement.

There being no further business; a motion to adjourn the meeting was made by Vice-Chair Carlson at 3:40 p.m. and seconded by Tom Simkins, motion carried by a viva voice vote.

The next ETSB meeting is scheduled on Thursday, March 18, 2010.