

**GALESBURG/KNOX
EMERGENCY TELEPHONE SYSTEMS BOARD
(ETSB)
MEETING MINUTES
4/15/2010**

A meeting of the Knox County Emergency Telephone Systems Board (ETSB) was held on Thursday, April 15, 2010 at 3:00 p.m. in Police Chief David Christensen's office at the Public Safety Building.

Those present were: ETSB Chairman David Christensen, ETSB Vice-Chairman Sid Carlson, General Member-at-Large, Timothy Murphy, Interim Fire Chief Tom Simkins, Vicki Miller, Galesburg/Knox 911 Data Communications Coordinator and Margo Davila, Secretary II

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

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

Chairman Christensen called the meeting to order at 3:00 p.m., with quorum present. The minutes of the meeting held on March 18, 2010 were reviewed noting a correction to the next scheduled meeting on April 15, 2010 rather than April 16, 2010. The minutes were approved accepting the correction as noted with a motion made by Timothy Murphy, seconded by Tom Simkins, motion carried by viva voice vote.

The Treasurer's Report for Thursday, April 15, 2010 was presented by Chairman Christensen as Knox County Treasurer Robin Davis was absent. Current balances include: Checking account; \$25.00, Midwest Bank of Western Illinois investment CD \$150,000 due 06/18/10 at 1.76%. The money market variable rate is \$386,792.61; therefore the April balance totaled \$536,817.61. The accounts payable check register was noted as \$30,890.80. A motion was made to approve the April Treasurer's Report and bills as noted by Timothy Murphy, seconded by Tom Simkins, motion carried by viva voice vote.

Vicki Miller, Galesburg/Knox 911 Data Communications Coordinator submitted her 9-1-1 Coordinators Report for March 2010. There were 1,723 total calls; 1,154 were cellular calls and 124 were county calls. The total administrative calls in Communications were 5,798; total calls for service were 4,462.

Vicki gave her report regarding the Yates City Fire District that experience paging problems. This concern was addressed and rectified. The Communication/Dispatchers are continuing pages on a daily basis as well as encouraging daily pages with other rural fire departments.

Discussion was held in making sure that pages are answered in a timely manner with Knox County fire/ambulance departments. The board suggested that sending letters to the perspective agencies as a notification of the testing process may alert those entities of any equipment malfunction or communication concerns prior to responding to emergency/medical/fire calls.

The Grant process regarding the Western Illinois Regional 911 project was submitted with no current updates.

Vicki discussed Part 725 Re-Write. The Illinois Commerce Commission (ICC) has scheduled several meetings with telephone companies to address the interconnectivity issues. A workshop is scheduled in late April to continue the work on Part 725-Re-Write.

NENA will focus on legislative issues on April 21, 2010 in Springfield, Illinois. There will be discussion related to 911 issues. The National NENA Conference will be held in Indianapolis, Indiana on June 5-9, 2010.

The NENA Conference offers a variety of topics ranging from emerging technology, vendor presentations to the defined standards and hot topics covering Next Generation 911 (NG-911). Board members recommended that Vicki Miller attend the NENA Conference in Indiana as she frequently updates and gathers information to discuss at the ETSB Board meetings. Another advantage of attending the conference is the networking with various agencies that are developing new technology in the communication field. A motion was made by Timothy Murphy to approve funds, approximately \$1,500 for travel and educational training for Vicki Miller, Galesburg/Knox 911 Data Communications Coordinator to attend the NENA Conference in Indiana June 5-9, 2010. The motion was seconded by Sid Carlson, motion carried by viva voice vote. Vicki will follow-up with other 911 Coordinators regarding transportation arrangements.

No Service Provider reports were given due to the absences of board members, Terry Pool, Timothy Robbins, Wayne Saline and Sheriff Dave Clague.

There was no further discussion from service providers; Chair Christensen, Sid Carlson, Tom Simkins and Timothy Murphy.

Under old business; Vicki reported that the Communications upgrade is complete. The transition process while operating the new equipment has been effective. Dispatchers moved into the Communication Center from the Duty Office and completed their training sessions. The furniture cabinetry upgrade was also installed and completed. Supreme Radio technicians John Rhea, Nate Clark and other employees did an excellent job in implementing the upgrade schedule in a timely manner. Vicki will follow-up with thank you letters to Dave Tuttle, Peoria County 911 Coordinator Supreme Radio and Thompson Electronics for their commitment in contributing to the efficiency of the communication upgrade.

The StarComm Radio programming will begin next week.

Under new business; Vicki discussed the National Public Safety Telecommunications week (April 11-17). Communication personnel were recognized with an emergency care kit, key chain holder and a button displaying the words "Dispatchers have heart." A radio spot with WGIL announcer Terry Cavanaugh and several dispatchers are scheduled to be interviewed on 4/27/2010 to commemorate Telecommunication week. An educational 9-1-1 session is scheduled at a District 205 school with DARE Officer John Woolsey providing a presentation.

There being no further business; a motion to adjourn the meeting was made by Chair Christensen at 3:40 p.m. and seconded by Tim Murphy, motion carried by a viva voice vote. The next ETSB meeting is scheduled on Thursday, May 20, 2010.