

**GALESBURG/KNOX
EMERGENCY TELEPHONE SYSTEMS BOARD
(ETSB)
MEETING MINUTES
Thursday, September 17, 2009**

A meeting of the Knox County Emergency Telephone Systems Board (ETSB) was held on Thursday, August 20, 2009 at 3:00 p.m. in Police Chief David Christensen's office at the Public Safety Building, 150 South Broad Street, Galesburg, Illinois.

Those present were: ETSB Chairman John Cratty, ETSB Vice-Chairman David Christensen, Knox County Sheriff David Clague, Sid Carlson, Knox County Ambulance, Terry Pool, Cottage Hospital EMS Administrative Director, Tim Robbins, Western Illinois Firefighters Association Representative, Wayne Saline, Knox County Board member, Timothy Murphy, General Member-at-Large, Vicki Miller, Galesburg/Knox County 9-1-1 Data Communications Coordinator and Margo Davila, Secretary II

Others present: Nate Clark and Lyle Little, Motorola Representatives

Those absent: Robin Davis, Knox County Treasurer

Chairman Cratty called the meeting to order at 3:05 p.m., with quorum present. The minutes of the meeting held on Thursday, July 16, 2009 were reviewed with no corrections. A motion was made by Sheriff Clague to accept the minutes as noted and seconded by Sid Carlson; motion carried by viva voice vote.

The Treasurer's Report for August 20, 2009 was presented by Chair Cratty. Current balances include; \$25.00 in the checking account, an investment of \$125,000.00 (due 09/18/09 @ 2.15%) and another investment of \$125,000.00 at the Midwest Bank of Western Illinois (due 12/18/09 @ 1.88%). The money market variable rate is at \$236,808.53. Therefore, the total balance is \$486,833.53. The bills were submitted for the board members review. Personnel expenses totaled \$40,070.99 in addition to \$32,952.94 expenditures for telephone line costs and communication purchases. The total amount of expenses was noted at \$73,023.93. The surcharge wireless report was electronically sent over to the Board members via e-mail for their review.

Discussion was held regarding the preparation for the Stratus CAD server upgrade. The loan for \$261,000 was determined at an interest rate of 3.94% over a 5 year period. The loan will be activated when the initial implementation phase begins. Other preparation will include the structuring of the Communication Center and Duty Office.

A recommendation was made by Vice-Chair Christensen to reinvest (\$125,000) a certificate of deposit (CD) that will mature on September 18, 2009. The re-investment will have a 6 month term period with \$75,000 taken out of the Money Market variable rated fund. The total re-invested CD will be in the amount of \$200,000. A motion was made by Timothy Murphy to authorize Robin Davis, Knox County Treasurer to re-invest \$200,000 into a CD account after researching the best rate of return on interest, seconded by Wayne Saline, motion carried by viva voice vote.

A motion was made to accept the Treasurer's report and ETSB financial reports as noted, by Vice-Chair Christensen, seconded by Sheriff Clague; motion carried by viva voice vote.

The July 9-1-1 coordinator's report was presented by Vicki Miller. The 911 calls for the month of July were; Cell: 1,473, County: 120, Total: 2,163. The total administrative calls in Communications were 6,694 and total calls for service 5,501.

Vicki reported that testing has progressed with the service regarding A T & T mobility as phase II is currently compliant. There were paging concerns experienced on 6/17/09. Those difficulties were addressed and resolved by Supreme Radio.

Vicki discussed the Western Illinois Regional 9-1-1 group meeting. The development of the consortium is a regional endeavor and will be a timely process. Peoria County ETSB will be hosting a Next Generation 9-1-1 meeting with a presentation by Intrado the first week of September, 2009.

A press release that was published in reference to the 9-1-1 system in Waterloo, Iowa was the first PSAP in the United States that is currently able to accept text messages directly into their 9-1-1 system. A copy of that press release was noted in the coordinators report.

The deadline for the PSIC grant is scheduled on March 31, 2010. The installation of a new cabling conduit must be ready in order to access the communications room. The approximate cost of the installation to the DMARC will cost approximately \$1,400. Timothy Murphy made a motion to approve the cost of the installation; seconded by Timothy Robbins. The motion carried by viva voice vote.

A worksheet was developed for all departments to review and select the desired package for radio communications.

The RFP for the furniture is forthcoming within the next few weeks.

There will be a significant cost factor associated with the Maquon link. Due to a windstorm in June, the antennas were directionally out of alignment. Pages are currently being tested on a daily basis.

The Homeland Security Advisory System is currently yellow.

Lyle Little, Motorola representative reported that no new purchase orders will be taken after 10/01/09 in reference to the M2910 computer. Those agencies that will be affected by this decision include the City of Knoxville and the Knox County Sheriffs department. Discussion was held regarding the stock on hand and future purchases possibly using JAG grant funding after 10/01/09. Another back up plan for laptop computers will be reviewed.

Chair Cratty reported that Motorola was awarded the FEMA Grant through the City of Galesburg bidding process. Plans are underway to order the necessary equipment utilized by other fire/ambulance departments. The goal of the grant is to enhance interoperability among emergency agencies. An amendment to the grant was approved at an 80% cost factor.

Nate Clark, Motorola representative will be submitting print outs to Vicki Miller indicative of documented service calls/camera usage since April, 2009.

Tim Robbins, WIFA representative reported that Fire School will begin Saturday, August 22, 2009. Registration was noted at 130,000 participants. (Correction: Registration was noted at 130 participants).

Wayne Saline, Knox County Board member stated that they will be reviewing the budget process for the incoming year.

Terry Pool, EMS Director reminded everyone of the flu season and the importance of washing your hands. Iowa City has been testing vaccines in addition to the dosage amounts.

Sheriff Clague and Chief Christensen had no significant law enforcement matters to report.

Timothy Murphy, Member-at-large had no significant matters to report.

Under Old Business; The PSIC grant meeting will be forthcoming,

Under New Business; Wayne Saline made a motion to appoint Sid Carlson as the Interim Vice-Chair of the ETSB with Vice-Chair Christensen assuming the Chairman responsibilities of the ETSB.

Vice-Chair Christensen presented a plaque on behalf of the ETSB Board members to Chairman John Cratty in recognition for his many years of service as a Board member and Chairman of the ETSB.

There being no further business; a motion to adjourn at 3:50 p.m. was made by Chair Cratty and seconded by Vice-Chair Christensen.

The next ETSB meeting will be held on Thursday, September 17, 2009.