

**GALESBURG/KNOX
EMERGENCY TELEPHONE SYSTEMS BOARD
(E.T.S.B.)
MEETING MINUTES
Thursday, November 19, 2009**

A meeting of the Knox County Emergency Telephone Systems Board (E.T.S.B.) was held on Thursday, October 15, 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: E.T.S.B. Chairman, David Christensen, E.T.S.B. Vice-Chairman Sid Carlson, Knox County Sheriff David Clague, Terry Pool, Cottage Hospital EMS Administrative Director, Wayne Saline, Knox County Board member, Tim Robbins, Western Illinois Firefighters Association Representative, Timothy Murphy, General Member-at-Large, Tom Simkins, Interim Fire Chief Vicki Miller, Galesburg/Knox County 9-1-1 Data Communications Coordinator and Margo Davila, Secretary II.

Those absent: Nate Clark and Lyle Little, Motorola Representatives

Chairman Christensen called the meeting to order at 3:03 p.m., with quorum present. No guests were present. The minutes of the meeting held on Thursday, September 17, 2009 were reviewed with no corrections. A motion was made by Timothy Murphy to accept the minutes as noted and seconded by Sheriff Clague; motion carried by viva voice vote.

The Treasurer's Report for October 15, 2009 was presented by Robin Davis, Knox County Treasurer. Current balances include; \$25.00 in the checking account, an investment of \$125,000 (due 12/18/09 @ 1.88%) and another investment of \$200,000 at the Midwest Bank of Western Illinois (due 03/18/10 @ 1.81%). The money market variable rate is at \$140,347.81. Therefore, the total balance is \$465,372.81.

The bills were submitted for the board members review. The total amounts of the expenses were noted at \$40,057.05. Wayne Saline recommended that personnel expenditures should be addressed consistently on a monthly basis for continuity purposes. Chair Christensen will follow up with his request by e-mailing Gloria Osborn, the City Finance Department Director. The surcharge report was reviewed. A motion was made by Tom Simkins to approve the Treasurer's report and submitted bills, seconded by Tim Robbins; motion carried by viva voice vote.

Robin Davis discussed the current rates concerning liquid accounts over \$100,000. Wayne Saline and Sid Carlson discussed the movement of the money market account relating to the liquid funds through F & M Bank as well as the restrictions. A motion was made by Sid Carlson that Robin Davis as an ex-officio member and Treasurer of the E.T.S.B. may move funds to generate a higher interest bearing account and Chair Christensen seconded the motion with the condition of reporting her findings to the E.T.S.B.; motion carried by viva voice vote.

Chair Christensen informed the board that he was contacted by Kellie Bramlett, a reporter from the Register Mail that wanted to conduct a telephone interview in reference to how wired lines and wireless lines have impacted the E.T.S.B. However, up to this date; there has not been a news article regarding this subject matter.

Vicki Miller, Galesburg/Knox 9-1-1 Data Communications Coordinator; submitted the 9-1-1 calls for August total, 2,198 with cell calls at 1,513, county calls at 124, Administrative calls in Communications at 6,969; total calls for service were 5,461. The 9-1-1 calls for September total, 1,960 with cell calls at 1,425, county calls at 152, Administrative calls in Communication at 6,947; total calls for service were 5,272.

Under the equipment/telephone report; Vicki reported that the Yates City Fire Department paging process is tested on a daily basis. There were repeater problems regarding the Abingdon PD that were rectified on 9/14/09.

Vicki attended the Western Illinois Regional 9-1-1 meeting hosted by the Peoria County E.T.S.B. on 9/2/09. Intrado presented information on the technology advances of the next generation 9-1-1 (NG911), cellular calls and 9-1-1 text messaging. The regional 9-1-1 centers will continue meeting to discuss further technical developments.

Under the Communications Upgrade; Vicki discussed the conduit which was installed in the sally port to the DMARC by Koehler Electric. A recommendation was initiated by Supreme Radio to seek a frequencies licensed through the E.T.S.B. This would ensure that other county frequencies fall under the umbrella of the E.T.S.B. The cost of this project is approximately \$200.00. A meeting to discuss the bank of frequencies will be held on November 13, 2009. Tim Robbins made a motion to approve the frequency licenses under the umbrella of the E.T.S.B., seconded by Wayne Saline. The motion carried by viva voice vote.

The PISIC upgrade is progressing and the user agreements are pending. Follow-up will continue with Marty from Supreme to confirm the accurate numbers in reference to those agencies that have come forward with the agreements according to the grant requirements. The RFP bids from vendors for the communication furniture/floor plans are currently under review with requested feedback from the Staff and Services Division. The deadline for this project bid is determined to be on the City Council agenda by November 2, 2009.

Vicki mentioned that there will be a NENA Conference held in Springfield on October 19, 20 and 21, 2009.

Vicki reported that Patricia Pierce, a Galesburg Police Department part-time employee who inputs the E.T.S.B. 9-1-1 surcharge report was recognized by the IL Department on Aging with a State Award in Springfield last month.

No Motorola reports were given, due to the absences of Nate Clark and Lyle Little.

Under the Service Provider Reports; there were no significant matters to report by Timothy Robbins, WIFA Representative.

Tom Simkins, Interim Fire Chief briefly discussed the annual NIMS cast for the city, county and EMA agencies.

In order to be eligible for federal grant funds, GHAS is required to go on-line while addressing their training levels.

Wayne Saline, Knox County Board member had no significant matters to report.

Terry Pool, EMS Administrative Director discussed the in-service education series regarding the H1N1 Influenza flu mist vaccine provided to citizens ranging from 2-49 age groups. If an individual is experiencing a fever and is diagnosed with the H1N1, he or she is required to stay home for a period of 7 days and recommended not to go the Cottage ER, if at all possible. Hand-washing is imperative with hand sanitizers' availability through employers. If an individual responds to a hospital, precautions such as wearing a mask is necessary to prevent the spread of the virus. The nasal spray is considered a live virus whereas the H1N1 injection is a dead virus. Sid Carlson advised that there is usually an incubation period that lasts approximately 3-5 days. Tom Simkins mentioned that the vaccine will be administered to the surrounding schools soon as to first identify priority groups.

Vice-Chair Sid Carlson had no significant matters to report.

Sheriff Clague and Chair Christensen had no significant matters to report.

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

Under Old Business; the PISIC Grant was discussed earlier in the meeting.

Discussion was held in regards to the TICP and CASM grant application process that require developing a plan for interoperability and collaboration among public safety entities as well as the frequencies that are utilized. The grant is considered under FEMA in the amount of \$25,000. The disaster plan on the county and state level will be reviewed for communication purposes.

Under New Business; no reports were given.

There being no further business, a motion to adjourn at 4:10 p.m. was made by Timothy Murphy, seconded by Sid Carlson.

The next ETSB meeting will be held on Thursday, November 19, 2009.