



EMERGENCY TELEPHONE SYSTEMS BOARD

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Galesburg/Knox County Emergency Telephone Systems Board (E.T.S.B.) Minutes

TO: Galesburg/Knox County Emergency Telephone Systems (E.T.S.B.) Board Members
FROM: Amanda Jennings, 9-1-1 Coordinator
DATE: September 1, 2023
SUBJECT: Galesburg/Knox E.T.S.B. Meeting Minutes Thursday, August 31, 2023

The regular meeting of the Galesburg/ Knox County Emergency Telephone Systems Board (E.T.S.B.) was held on Thursday, August 31, 2023 at 9 a.m. in Chief Idle's Office, Public Safety Building, 150 South Broad Street, Galesburg, Illinois.

PRESENT: Police Chief Russell Idle- Law Enforcement E.T.S.B. Chairman, Sheriff Jack Harlan- E.T.S.B Vice Chairman, Sid Carlson- Member-at-Large, Zachary Crawl- Member-at-Large, Nate Clark- Motorola Representative, Police Deputy Chief Kevin Legate, Fire Deputy Chief John Seitz, Amanda Jennings-911 Coordinator, Cameron Lemaster, Ray Martinez and Josh Simons- Information Systems Technicians and Jenna Hunt, Records Clerk

ABSENT: Fire Chief Randy Hovind, Jared Hawkinson- Knox County Board Member, Richard Springer- G.H.A.S. and Robin Davis- Knox County Board Member

MEETING CALLED TO ORDER: 9:00 a.m. by Chairman Idle. Board Member Zachary Crawl motioned to approve the minutes of the April 28, 2023 meeting. Board Member Sid Carlson gave a second motion. Approved.

APPROVE:

FINANCIAL REPORT: The current fund balance is \$3,706,693.67

Liabilities:

Month	Bill Totals
April	\$52,129.74
May	\$8,618.78
June	\$40,618.57
July	\$16,667.07

The liabilities were reviewed. Items noted was the gas meter for the backup facility in the amount of \$3,800 and the City's accounting service fee for 2024 which will be \$2,445.

Member Sid Carlson motioned to approve the financial report. Member Zach Crawl seconded. Motion Approved.



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REPORTS:

AMANDA JENNINGS- Galesburg/Knox County 9-1-1 Coordinator

Month	911 & Admin Total	911 Calls	Cell	Landline	VOIP	Abandoned
April	10,486	2,229	1,865	171	185	235
May	12,816	2,749	2,380	164	197	310
June	12,595	2,746	2,312	187	244	302
July	12,034	2,492	2,139	164	182	242

Amanda shared the following staffing update:

- One recent resignation
- One on a Performance Improvement Plan since the end of July
- One to be released for solo work in approximately 3 weeks

Dispatch Training:

- Renovation Time: Rebuilding Your 9-1-1 Foundation- 8 Attendees
- ProPhoenix Users Conference- 4 Attendees
- Certified Training Officer (CTO) Workshop- 4 Attendees
- IPSTA Conference- 3 Attendees
- Crisis Intervention Team (CIT) for Dispatch- 5 Attendees

NATE CLARK- Motorola

The Knox County Sheriff's Office squad car equipment installations are almost complete. Multicasting on Starcom and the old County primary frequency is no longer needing to be done by Dispatch. Discussion was held on Galesburg Police Department possibly transitioning to Starcom.

RANDY HOVIND- Galesburg Fire Department

Chief Hovind was absent but Deputy Chief Seitz reported they have had one retirement and one new hire. Testing will take place next week.

JARED HAWKINSON- Knox County Board

Absent

RICHARD SPRINGER- G.H.A.S.

Absent

SID CARLSON-Member-at-Large

Sid reported high call volumes for EMS for the year.

RUSSELL IDLE- Board Chairman & Police Chief

Galesburg Police Department had three officers that recently graduated from the academy. Two additional officers were hired and will be attending the academy soon. The HVAC at the Public Safety Building will be replaced. There will be no disruption over Dispatch.



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JACK HARLAN- Board Vice Chairman & Sheriff

The Knox County Sheriff's Office has three new correction officers and two for patrol. They are fully staffed and receiving lots of applications. The jail renovations are almost complete. The exterior of the building is being resealed. Work has begun on the 2024 budget. Discussion was held on IT services.

ZACHARY CROWL-Member-at-Large

None

OLD BUSINESS

Bids were received for a backup facility. The lowest bid was \$718,000. Discussion was held on other upcoming projects and the fund balance. It was agreed to scale down the project and report back to the board.

NEW BUSINESS

A quote for a jumbo radio switch was presented to the Board by Supreme Radio in the amount of \$84,014.75. Nate gave a description of the hardware and the functionality. This will be needed in conjunction with the backup facility project. It was decided to table this for now until the direction of the backup facility was decided.

Discussion was held on the WIFA Representative vacancy on the Board.

Amanda advised the Board that Henderson Fire Department is requesting a hardware relocation for their radio equipment. Amanda and Nate will be gathering more information and working with Henderson FD. They will report back to the Board on any potential costs.

PUBLIC COMMENTS

None

Sheriff Harlan moved to adjourn the meeting which was seconded by Board Member Carlson at 10:10 a.m. All approved adjournment.

The next meeting will be held on Thursday, October 19, 2023 at 9:00 a.m. at the Galesburg Public Safety Building, 150 South Broad Street, Galesburg, Illinois.

cc: Kelli Bennewitz, City Clerk
Media