



EMERGENCY TELEPHONE SYSTEMS BOARD

Operating Under Council – Manager Government Since 1957

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: February 16, 2024
SUBJECT: Galesburg/Knox E.T.S.B. Meeting Minutes Thursday, February 15, 2024

The regular meeting of the Galesburg/ Knox County Emergency Telephone Systems Board (E.T.S.B.) was held on Thursday, February 15, 2024 at 9 a.m. in Chief Idle's Conference Room, Public Safety Building, 150 S Broad Street, Galesburg, Illinois, 61401.

PRESENT: Galesburg Police Chief Russell Idle- E.T.S.B. Chairman, Sheriff Jack Harlan- E.T.S.B Vice Chairman, Richard Springer- G.H.A.S., Bill Stone- Henderson Fire Chief/WIFA Representative, Sid Carlson- Member-at-Large, Zachary Crowl- Member-at-Large, Police Deputy Chief Kevin Legate, Fire Deputy Chief John Seitz, Nate Clark- Motorola Representative, Amanda Jennings- 911 Coordinator, Ray Martinez- Information Systems Supervisor, Jenna Hunt- Records Clerk

ABSENT: Fire Chief Randy Hovind, Jared Hawkinson- Knox County Board Member and Robin Davis- Knox County Treasurer

MEETING CALLED TO ORDER: 9:09 a.m. by Chairman Idle. Board Member Crowl motioned to approve the minutes of the December 21, 2023 meeting. Board Member Springer gave a second motion. Approved.

APPROVE:

FINANCIAL REPORT: The current fund balance is \$4,119,237.45

Liabilities:

Month	Bill Totals
December	\$42,558.64
January	\$43,487.72

The liabilities were reviewed. Items noted were the ETSB clerk's salary was not billed correctly during payroll for the year and Intrado on-site maintenance fee.

Member Carlson motioned to approve the financial report. Member Springer seconded. Motion approved.

REPORTS:

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

Month	911 & Admin Total	911 Calls	Cell	Landline	VOIP	Abandoned
December	8,620	1,765	1,401	87	274	104
Total 2023	126,750	25,809	21,320	1,893	2,596	2,424
January	10,832	2,042	1,606	128	299	177



EMERGENCY TELEPHONE SYSTEMS BOARD

Operating Under Council – Manager Government Since 1957

Amanda shared the following staffing update:

- One resignation
- Two on the floor training, Phase 1
- One in classroom training who was a lateral hire
- Hiring one

Dispatch Training:

- Pipeline Training- 2 attendees
- MABAS Conference- 2 attendees
- Crisis Intervention Team (CIT) for Dispatch- 7 attendees

NATE CLARK- Motorola

Nate advised he has contacted the tower group about the feasibility of the tower at Hawthorne and he has not heard back yet. It might be around March now for them getting out there to look at it.

JOHN SEITZ- Galesburg Fire Department

Deputy Chief Seitz is attending for Chief Hovind. He advised they are getting new trucks and outfitting them for new radios that will work with whichever system that is being used.

BILL STONE-WIFA

Bill advised there will be some training coming up for some of the local departments. There also has been discussion about Starcom within the local rural departments and many might not be able to switch due to the costs. The water tower in Henderson is starting to go up. The Henderson Fire Department's antenna will be moved to the top of the tower. Amanda will get in contact with Brightspeed with the update on the tower.

JARED HAWKINSON- Knox County Board

Absent.

RICHARD SPRINGER- G.H.A.S.

Staffing is improving. G.H.A.S. bought a new quick response unit and a white Tahoe. They won't be able to be on the street until end of March/beginning of April.

SID CARLSON-Member-at-Large

No Report

RUSSELL IDLE- Board Chairman & Police Chief

Two new Officers are graduating from the academy on April 25th, and hoping to hire two more officers soon. There are fifteen people on the eligibility list and they are going through it quickly with candidates either failing the background check or declining employment. There is a new hiring testing cycle for entry level police officers the end of April. The new fleet of 16, 2025 Ford AWD Hybrid Interceptors have been ordered and should arrive at the end of 2024 or beginning of 2025.

JACK HARLAN- Board Vice Chairman & Sheriff

The Sheriff's Office took over Abingdon Police Department. They will be conducting an entry level patrol testing cycle soon. They have 22 applicants with 3 lateral candidates for patrol and/or correctional positions. The jail population has decreased since the SAFE-T Act. The population of the jail



EMERGENCY TELEPHONE SYSTEMS BOARD

Operating Under Council – Manager Government Since 1957

stays around 50 inmates and there are 126 beds. Currently there are nine federal inmates being housed as well as Warren County inmates. Stark County and Scott County, Iowa may also send overflow inmates to Knox County, as well as federal inmates that have court hearings in Springfield. The newer Abingdon squad car will become the SRO vehicle when that position gets filled and the county will get one new vehicle a year with the contract with the City of Abingdon.

ZACHARY CROWL-Member-at-Large
No Report

OLD BUSINESS

Discussion was held about bids for the backup facility for dispatch. The City Finance Department requested that the Board reject all current bids for the facility and the specs be redone due to all the requested changes to reduce the costs. We are working with Klinger to redo the scope of work and they are requesting an additional \$6,000 for them to do so. Member Carlson motioned to approve the spending of \$6,000 for Klinger to update the scope of work for rebidding purposes for the backup facility for dispatch. Member Springer seconded the motion. All approved. Members of the City Engineering Department came and looked at the old jail. There was concern about the noise level once demolition starts. Dispatch may need to move to the backup facility during this time. Amanda has figured \$400,000 in anticipation for the entire back up facility and that includes generator, electrical work, computer and radio equipment, etc. Furniture will be kept to a minimum with the plan to use the old workstations currently in Dispatch after the renovation is complete. Discussion was held on if the Board would want to make a motion for the entire project of on the anticipated costs of \$400,000 or if the Board wanted to have the separate bids of each section brought back when they are available. The second option could cause further delays in the project completion. Member Carlson motioned to approve the spending up to the anticipated \$400,000 for the backup facility for dispatch with Member Crowl seconded. All were in favor. The Board will be kept in the loop with bids and if anything needs to be discussed. Additional discussion was held on how to setup communications for the rural fire agencies in the backup facility.

Discussions then transitioned to the Communications Center renovation project. The City approved to move to the 6th level at the Public Safety Building. Wold Architects and Engineers from Palatine, Illinois will spearhead the project. They specialize in mission critical facilities. The dispatch center will be much larger with six to eight consoles and additional room to expand. Support areas will include a kitchen/breakroom, bathrooms, lockers, quiet room, training room, support staff offices, conference room and storage/supply area. Estimated costs are \$2,276,800 which includes consoles, furniture, counters, but does not include computers, fridge, etc. Estimated extra costs bring the total project cost to approximately \$2,526,800. Discussion was held on the additional future Starcom project and the estimated overall fund balance after these projects. Starcom is anticipated to cost \$1,500,000 for new equipment in Dispatch and the tower work. Wold is able to start the renovation project in March but construction would not start until end of the year/beginning of 2025. This would give time for the backup facility to get done before the start of the renovation construction. The Board discussed approving the estimated overall project cost of \$2,525,800. Member Springer motioned to approve the renovation project and spending of \$2,525,800 and Member Carlson seconded the motion. Motion carried.



EMERGENCY TELEPHONE SYSTEMS BOARD

Operating Under Council – Manager Government Since 1957

NEW BUSINESS

The 2024 annual 9-1-1 report was presented. There were no comments for corrections or additions.

Discussion was held about the Chair and Vice Chair positions on the board. Historically, the Police Chief is the chair and the Sheriff is the Vice Chair. Member Crowl made the motion to table the appointments until the next meeting since the Sheriff had to leave early. Member Stone gave the second motion. All approved.

There was also discussion about concerns of quorum issues for Board members who send a representative to the meetings in their place. These representatives are not allowed to vote and do not count towards a quorum.

PUBLIC COMMENTS

Bill Stone commented on how helpful Amanda has been when he has asked questions. He also would like a summary of the Starcom project so he could take that information to WIFA/rural fire departments. Nate will assist Amanda with this information.

Member Carlson moved to adjourn the meeting which was seconded by Board Member Springer at 10:26 a.m. Meeting adjourned.

The next meeting will be held on Thursday, April 18, 2024 at 9:00 a.m. at the Galesburg Public Safety Building, 150 South Broad Street, Galesburg, Illinois.

cc: Kelli Bennewitz, City Clerk
Media