

EMERGENCY TELEPHONE SYSTEM BOARD MEETING April 17, 2008

D.C. Art Weber, Chairman, called the McHenry County Emergency Telephone System Board to order April 17, 2008 at 9:02 AM at the Woodstock Police Department, Woodstock, IL for a regular meeting.

MEMBERS IN ATTENDANCE: Art Weber, Chairman, Sgt. Dick Johns Vice Chairman, Chief Ken Rydberg, Chief Jim Saletta, DC Dennis Harris, Captain David Shepherd, Sgt. Rich Solarz, Mark Kuhlman, Jim Molnar, John Shay, and Mike Vest.

MEMBERS ABSENT: Director Barry Valentine

STAFF IN ATTENDANCE: Tiki Carlson, Coordinator, Wileen Peterson, Robin Gibbs, Admin Specialists, Ryan Cypher, Technology Specialist.

VISITORS: Deb Palmsiano, CLPD; Pat McCarthy, Brian Knop, MCSO; Mary Christiansen, ALFPD; Chief Lukasik, Deb Kempf, FRG PD; Denise Wills, HUPD; Cindy Amore, NIMC; Kathy Restivo, CAPD; John Burns, City of Woodstock; Lou Vernagallo, SEECOM.

ADDITIONS OR CORRECTIONS TO THE MINUTES: None

MOTION: by Sgt. Johns, second by Sgt. Solarz, to accept the March 20, 2008, minutes as presented. All members present voted AYE. Motion passed.

CORRESPONDENCE:

TREASURER REPORT: The Treasurer's report was submitted. Balance as of March 31, 2008, was \$3,198,397.93 in the General Account.

MOTION: by John Shay, second by Jim Molnar, to accept the Treasurer's Report as submitted and place on file for future audit. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

BILLS: Board members reviewed the bills.

MOTION: by John Shay, second by Mark Kuhlman, to approve the 290001 expenditures in the amount of \$136,610.95, 290100 expenditures in the amount of \$25,633.05 for the month of April. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

COMMITTEE REPORTS:

FINANCIAL: No Report.

TECHNICAL: A request to purchase 4 UPS's to run the new servers was submitted by the staff. Pricing was obtained by the Central Purchasing department.

MOTION: by Jim Molnar, second by DC Harris, to purchase 4 APC UPS's for an amount not to exceed \$4002.08. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

PERSONNEL: The board will be going into executive session at the end of the meeting to discuss personnel.

TRAINING: Cindy Amore discussed the EMD Training Plan for the next 4 years. Required will be 48 hours over a 4 year period. Additional information will be presented at a later date.

Please make sure new TC information is sent to the 9-1-1 office, and Wileen will forward the information to Cindy.

PSAP: Huntley Fire Department extended their thanks to SEECOM and Marengo PD on how together they recently handled a call for service. The call was reviewed and it was done very well.

GRANT WRITING: No Report

DISCUSSION:

1. Annual Election of ETSB officers. D.C. Weber relinquished the meeting at this time to Chief Rydberg.

MOTION: Chief Rydberg moved to retain D.C. Weber as Chairman, seconded by Sgt. Solarz. No other nominations, nominations were closed. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, and Vest. Members voting NAY: none. Members abstaining: Weber Motion passed.

Chief Rydberg relinquished the meeting back to D.C. Weber.

MOTION: Chief Rydberg moved to retain Sgt. Johns as Vice Chairman, seconded by DC Harris. No other nominations, nominations were closed. A roll call vote was taken. Members voting AYE: Harris, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Weber and Vest. Members voting NAY: none. Members abstaining: Johns

MOTION: Chief Rydberg moved to retain Chief Saletta as Secretary, seconded by Jim Molnar. No other nominations, nominations were closed. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Shepherd, Solarz, Shay, Weber and Vest. Members voting NAY: none. Members abstaining: Saletta. Members voting NAY: none. Motion passed.

INFORMATION ITEMS: Art Weber informed the board that Seecom hired a new director, Joe Robberson. He will be invited to the next meeting for a personal introduction.

EXECUTIVE SESSION:

MOTION: by Chief Rydberg, second by Sgt. Johns, to move into executive session to discuss personnel at 9:36 AM. All members present voted AYE. Motion passed.

MOTION: by Chief Rydberg, second by Mark Kuhlman, to move out of executive session at 10:05AM. All members present voted AYE. Motion passed.

MOTION: by Chief Rydberg, second by John Shay, for Ryan to be increased to \$42,640.00 (\$21.87 @ hr), move Robin from a grade 5 to a grade 7 and increased to \$31,940 (\$16.38 @ hr), move Wileen from a grade 7 to a grade 10 and increased to \$49,705.50 (\$25.49 @ hr), and increase Tiki to an annual salary of \$68,580 retroactive back to December 1, 2007. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

With the progression of the GTG mapping project, it has been determined the services of our part time mapping technician are no longer needed.

MOTION: by Chief Rydberg, second by DC Harris to terminate the services of the mapping technician effective May 1, 2008. A roll call vote was taken. Members voting AYE: Harris, Johns, Kuhlman, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

MOTION: by Chief Rydberg, second by DC Harris, to adjourn. All members present voted AYE. Motion passed.
Meeting adjourned at 10:10 AM

**The next meeting is Thursday May 15, 2008
9:00 AM at the Woodstock Police Department**

Coordinator's Report for April 17, 2008

HTE APPLICATIONS-

- ❖ The new servers for MDB and Field Reporting have been ordered and are scheduled to be in place by late next week. All laptop and aircard installations will be postponed until CAD6 (C6) is complete.
- ❖ C6 is still on schedule for go live the first week of May. Three Sungard employees, and three ETSB staff members will be on site at each PSAP at cutover. **MDB will be down that day, and brought back up the following.** A new MDB sign in screen will be mobile flashed out to all machines, and will need to be downloaded prior to logging back on. Please contact the ETSB office **IN ADVANCE** if you have any questions about the mobile flash process. It will **not** be available until the day of the C6 cutover.
- ❖ The laptops arrived yesterday and are in the process of being installed with C6. They will be brought to the PSAP's and tested next week. Each PSAP will need a contact person for us to work with, and train on the new C6 application. Your designated person will be responsible for training the others in your dispatch center. It is our understanding there is very little difference on the TC side.
- ❖ We are aware of the pending issues with CAD5 and ISIS. All we can ask is for your continued patience, and to let us know when you are experiencing problems. Some we can fix with a restart of the gateway and others are out of our control. We hope that the problems go away in 3 weeks.

PSAP/911-

- ❖ Please remind your TC's to contact a member of the 911 office if they receive a call from Motorola, Plant, or the 911 resolution center indicating trouble has been found. Again, many times we are NOT aware of issues unless we are notified. The exception to this is if a 911 staff member has already been in contact with the PSAP and has advised them they should be expecting a call.
- ❖ Lake in the Hills experienced another system failure that had them down for 2 days.

NETWORK / VERIZON-

CORRESPONDENCE-

MISCELLANOUS INFORMATION-

REMINDERS –

When dispatchers or officers are experiencing a problem, PLEASE do not wait a few days or even a few shifts to let us know.

The sooner we are aware of an issue, the sooner it can be resolved. If something doesn't "seem right" let us know, give us a call!!!
