

EMERGENCY TELEPHONE SYSTEM BOARD MEETING April 19, 2007

D.C. Art Weber, Chairman, called the McHenry County Emergency Telephone System Board to order April 19, 2007, at 9:10 AM at the Woodstock Police Department, Woodstock, IL for a regular meeting.

MEMBERS IN ATTENDANCE: Art Weber, Chairman, Sgt. Dick Johns, Vice Chairman, Chief Jim Saletta, Captain David Shepherd, Sgt. Bob Harper, Sgt. Rich Solarz, Jim Molnar and John Shay.

MEMBERS ABSENT: DC Dennis Harris, Lt. Andy Oparyk, Chief Ken Rydberg, and Director Barry Valentine.

STAFF IN ATTENDANCE: Tiki Carlson, Coordinator, Wileen Peterson, Admin Specialist, Robin Gibbs, Admin Specialist.

VISITORS: Deb Palmsiano, CLPD; Mary Christiansen, ALFPD; Pat McCarthy, Brian Knop MCSO; Cheryl Goucher, Cary PD; Denise Wills, Huntley PD.

ADDITIONS OR CORRECTIONS TO THE MINUTES: None

MOTION: by Captain Shepherd, second by Sgt. Solarz, to accept the March 15, 2007, minutes. All members present voted AYE. Motion passed.

CORRESPONDENCE: Insurance Policy Terrorism option

TREASURER REPORT: The Treasurer's report was submitted. Balance as of March 31, 2007, was \$2,501,522.57 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: Harper, Johns, Molnar, Saletta, Shepherd, Shay, Solarz, and Weber. Members voting NAY: none. Motion passed.

BILLS: Board members reviewed the bills.

MOTION: by John Shay, second by Captain Shepherd, to approve the 290001 expenditures in the amount of \$82,260.79, 290100 expenditures in the amount of \$6,143.00, for the month of March. A roll call vote was taken. Members voting AYE: Harper, Johns, Molnar, Saletta, Shepherd, Shay, Solarz, and Weber. Members voting NAY: none. Motion passed.

COMMITTEE REPORTS:

FINANCIAL: No Report

TECHNICAL: No Report

PERSONNEL: Applications have been received, and will be reviewed after today's meeting. Interviews will be set up within the next two weeks.

TRAINING: CPR Cards were issued to each department for the dispatchers who attend training. Orion Map training will be held the 3rd of May at SEECOM. Information will be emailed out.

PSAP: No Report

GRANT WRITING: No Report

DISCUSSION:

INFORMATION ITEMS:

Captain Shepherd advised the board they have received a subpoena regarding a court case that is asking for all MDC messages on a particular date. The opportunity was taken to have all agencies remind their officers and dispatchers that such communications are subject to a subpoena, and to be aware of what messages they are sending back and forth. A reminder will be given at the next Police Chiefs Meeting.

It was asked when the next EMD class is going to be held. Wileen advised she will check with the college to find out what dates are available.

MOTION: by Sgt. Johns, second by Captain Shepherd, to adjourn. All members present voted AYE. Motion passed.
Meeting adjourned at 9:40 AM

[The next meeting is Thursday May 17, 2007](#)
[9:00 AM Woodstock Police Department](#)

Coordinator's Report for April 19, 2007

HTE APPLICATIONS-

- ❖ The past few weeks we have been working with IT Solutions Group (our AS/400 consultant) in an effort to streamline the "Role Swap" process. The process of switching machines worked as it should, however we have run into issues with permissions and authorities with certain less critical functions (Fire Prevention, Department Log, Rosters, Training, Ticket submission, Bar Code Labels for Evidence).

Where it stands right now, in the event of a major outage of the primary AS/400, most critical applications will be fine. Fires & Crimes can do incident reports, Cad related functions are fine, and the Jail can process and release inmates. We are still working on getting ALL functions working properly, and will be attempting a role swap again in the near future.

- ❖ GTG was out the last week of March and worked on the LG Crimes application. However, it was determined the service for LG Crimes was interrupting the services for Qrep Web and LG Mobile which are both widely used. They are looking into this and will get back to us.
- ❖ We have recently received information from HTE regarding CAD 6, and a solution to our multiple agency gateway concern.

PSAP/911-

- **VoIP 9-1-1** – is complete and live for the PSAP's. Any address issues need to be forwarded to the 9-1-1 office. **Please verify location of the caller!
- **Logging Recorder**– An email went out to all PSAP's asking if there were any outstanding issues. Problems were forwarded to Nelson Systems and addressed. If you have any issues, let us know!
- **Orion 9-1-1 Mapping - End User "Train the Trainer" is scheduled for May 3rd.** We have only been allowed room for ONE person from each PSAP. It will be held at SEECOM. Class is 8:30 AM to 4:00 PM. Please contact Robin with the name of the person attending training.

NETWORK / VERIZON-

- **Verizon Maintenance-** Verizon will be doing SCHEDULED maintenance Sunday April 29th at 12:01 AM.

On Sunday morning April 29 between 12:01 am and 2:00 am, VZW has maintenance planned that requires a reboot of our network.. This will result in an outage of up to five minutes for users on the network during that time period. We apologize for the inconvenience this may cause for your users but it will result in improved network service in the long run. Thank you for your understanding.

CORRESPONDENCE-

MISCELLANOUS INFORMATION –

- We have received, and are in the process of reviewing applications for the Technology Specialist position.
- The 9-1-1 office staff has moved a majority of the "used" equipment to our storage room at the old Valley Hi building, which will be sold at the County Auction later this spring. We have been to a number of the PSAP's to collect old equipment, however still have a few left (SO, HA, and WD). Chicago Communications has removed the ANI Controllers from the agencies no longer needing them. At a few places we were unable to locate some of the ETSB equipment.

REMINDERS –

- Please update your roster with our office when hiring someone new or have someone leaving. We need to keep our records up to date and limit access into our systems for dispatchers who have left your employment or gone to another agency.