

MINUTES

WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Rockford Fire Headquarters, 204 S. 1st Street Rockford, IL 61104
October 11, 2022

I. Call To Order

Meeting was called to order at 9:01 a. m.

II. Roll Call

Present: Gary Caruana, Chairman, Michele Pankow, Co-Chair, Joe Corl, Mike McCammond, Michele Pankow, E.J. Dilonardo, Todd Stockburger, Don Shoevlin, Joel Hallstrom and Don Carlson

Guests: Elizabeth Russell, Sandy Stansell, Veronica O'Daniel, Tami McFarland, Kirk Wilson, Dan Ewers, Dominic Storelli, James Hart, Jerry Wiltfang, Jennifer Fey, Matt Jones, Dave Carter, Mike Dyson, Kurt Ditzler, Kara Sankey, Jerry Caskey, Todd Hughes, Dan Magers, Brandon Lieber, Matt Smetana, and J. Hanley.

Absent: Adam Truman

III. Minutes

Motion: Don Carlson made a motion to approve both minutes from the special ETSB meeting held on September 7, 2002 and ETSB meeting of September 11, 2022. Don Shoevlin seconded the motion. Minutes were approved.

IV. Financials

Motion: Don Shoevlin made a motion to approve the financials followed by a second from Joe Corl. Motion carried and financials were approved.

New Business

September Call Volume and Answering Report – No comments

Attorney John Kelly – Meeting with NINGA Members

Sandy Stansell reported that NINGA decided to meet with Mr. Kelly to get his opinion on the current status and support on technical services provided to NINGA counties by Solacom. Stansell advised that this is to ensure that Solacom will provide the services as agreed to within the contract. NINGA will be meeting with Mr. Kelly on Thursday in an effort to get our “ducks in a row,” Stansell advised. Chairman Caruana asked who uses Attorney Kelly for his services. Stansell advised that many PSAPs/Counties throughout the state utilize Attorney Kelly’s services but specifically within the NINGA footprint, DeKalb and of course Winnebago County are two that she is aware of, but more NINGA counties could be utilizing

his services. Stansell advised the board on the timeline for phase 2, that Solacom has planned for Installations on the MSAG and other behind the scene work that will supposedly occur sometime in November. Stansell advised that the actual cutover to the network most likely will occur in Q1 of 2023.

New County IT Position

Chairman Caruana moved onto the next agenda item which was the new county IT position. Caruana advised that they had picked the guy who will be there IT person and they are doing his background check. ETSB member Michele Pankow questioned the job description and advised that it looked different from what the ETSB discussed. Pankow said what the ETSB discussed was a position that dealt with CAD entry and the making of recordings. She asked Todd Stockburger for his reflection of that discussion, as Todd was the chairman at the time. Todd Stockburger advised that the discussion came about because Mike Dyson is inundated and the board gave the county a head start on this process. Chairman Caruana said this IT person will work with the city as well. Dan Magers advised that if a department has any person doing IT work they have to report to IT for insurance purposes. Magers advised that their IT person will report to their 911 Director. Chairman Caruana stated that this arrangement would not be a 50/50 split because this person will have a lot of IT issues other than CAD and recordings. Joe Corl and Michele Pankow both commented that within the job description it included body cam and other police related duties. Joe Corl asked if it was right for the ETSB to pay for this. Gary Caruana said the county would pay for the position too, it would be 80/20 %. Michele Pankow asked when was the 80/20 % decided? Joe Corl commented that he thought this new position was supposed to be an identical job. Joe Corl asked if the board had budgeted for the position. Elizabeth Russell advised that the board budgeted for the position, up to the amount of \$80K. Joe Corl asked if there will be an IGA and if that was something that John Kelly should do. Gary Caruana asked why the board was questioning this position. Michele Pankow asked again how that 80/20 was landed on and when was it decided that we were going to have that person share both 911 and county responsibilities. After this lengthy discussion, Chairman Caruana moved on to the next item. Before moving on, Michele Pankow asked if the discussion on the job description was just informational and where do we stand and who would the IGA be with? Chairman Caruana suggested that the board mirrors Mike's IGA to include what portion the county is paying for. Michele Pankow suggested that it contains details on 911 duties as well as county duties. Pankow also asked if there should be a motion regarding this. Todd Stockburger said the board should memorialize it. **Motion:** Todd Stockburger made motion to integrate that new county IT position into an IGA for Attorney John Kelly's review to include the funding plan for the position. After a long discussion, Michele Pankow asked if the board was keeping it on the agenda or making a motion. Sandy Stansell advised Chairman Caruana that there was a motion made. Stansell read the motion to include the amendment. The motion stated that an IGA would be drafted to integrate the new position into the IGA using an existing template which will include the funding plan for that position. Todd Stockburger's original motion to include the amendment by Michele Pankow was made and seconded by Joel Hallstrom. Motion carried by a unanimous vote.

Discussion on SAP

Chairman Caruana asked Elizabeth Russell, ETSB Business Manager if she had received any cost information from Solacom. Elizabeth Russell advised that she had a meeting with

Solacom to get info on the equipment costs. Ms. Russell advised that there would be costs associated with getting fiber work done at both sites as well. Don Shovelin advised that he had spoken to State Administrator Cindy Barbera-Brelle regarding two questions that the ETSB had regarding the email she had sent last Friday. Shovelin said there were target dates to include a modification plan required no later than November 7th and whatever that plan states it must be completed no later than the date designated in June. Shovelin stated that one of his concerns was that both PSAP's can't take on extra duties right now. Shovelin asked if the ETSB needs a meeting to discuss this issue further. Shovelin stated that two PSAPS are better than 3 or 4 but we don't want to be rushed into it. Joel Hallstrom said there is no widespread concern for the Sheriff to take on the dispatch, but the board needs to talk about this so we don't lose service. Dr. John Pakiela commented that Mercy has never asked for money. He stated that if the ETSB decides against this then Mercy will not go against a state mandate. Joel Hallstrom advised that there are advantages to being in the same room but he did not want to be the one who tells fire agencies who should dispatch for them. Chairman Caruana said he was sure those dates are fluid. Caruana suggested that the ETSB met before 11/7 to discuss this further. Board Member EJ Dilonardo advised members that the state is forced to act and to show they did their job and that they are taking action on behalf of the community. Dilonardo said that if the date of 11/7 isn't realistic to bring this whole thing together, I don't think anything is going to happen. The state has to be very careful because if they take any action they could harm the community. Dilonardo said that the ETSB just needs to do our job and do it as quickly as we can and as efficiently as we can and hopefully come out with the right product, although it might not be in the state's timeframe. A representative from Mercy asked to speak: Kara Sankey, Vice President of Operations for Personnel. Kara advised that she understands the plans to move to a central dispatch center and logically it makes sense, however Mercy is in a position where we don't want this to drag on for 12 months only for the ETSB to say no and she feels that is what the ETSB is doing. Carson said either way they aren't going to stop dispatching internally. They take more calls internally for React etc, so they aren't going to stop that, but don't ask Mercy to invest the dollars to do it if 6 months down the road the board is going to pull out. To be clear they are going to stay whole, their staff isn't going to be let go to work at a county facility, and they are going to continue with Mercy. To drag this on isn't fair, especially if Mercy is asked to make the investment. Chairman Caruana thanked her for her comments. Prior to moving on to the next agenda item, Joel Hallstrom commented that the ETSB needs a plan to either vote on designated Rock Com as a SAP to dispatch for the 8 agencies they dispatch for or the ETSB needs to set a meeting to discuss this. Don Shovelin asked who is going to reach out to Cindy again and he recommended not dragging this out. Chairman Caruana said the board should not drag this out and asked that the ETSB's legal counsel reach out to Cindy. Joe Corl asked if the board should see if Cindy is available for another meeting to discuss the 7th. Michele Pankow advised that Cindy made it pretty clear already. Don Shovelin will contact Cindy Barbera-Brelle to get her availability and send that out to the board. ETSB talked about the afternoon of Wednesday, October 26th as a meeting date also to include Attorney John Kelly. Chairman Caruana will call Attorney Kelly. EJ Dilonardo asked about the information on funding; ie; the costs to fund positions at RockCom. Elizabeth Russell advised those figures have yet to be provided by Solacom but she is working on that.

Old Business

Fiber Route and 911 NG Project

Sandy Stansell advised that she and Elizabeth Russell were still working with Solacom and getting a decision with regards to the sharing of the costs for the redundant pathway.

CAD to CAD Interface – No report**Phone/Radio Circuit Audit**

ETSB Business Manager Elizabeth Russell advised that they continue to work with Client First. Rockford Fire is down to the last radio site for cutting circuits. Just recently a large bill was received for the county in the amount of \$7K.

We have yet to receive credits for the circuits that had been stopped in June so the City stopped making payments to Peerless accounts in response to that. Chairman Caruana thanked Elizabeth for a good job.

Radio Lease/Back-up Equipment

Elizabeth Russell reported that she met with Motorola on September 30th and they will be providing a quote for 10 positions. Ms. Russell said they got a quote in July, however it was decided to get a quote which separates out the county fire positions from the rest. They are awaiting that quote.

Rural Fire Mobile Licenses and RMS Interface

Elizabeth Russell advised that Rockford Police was interested in getting on board with the app.

Board Member Mike McCammond asked if the ETSB was paying for that. Elizabeth Russell advised yes. McCammond stated that if the board is paying for RPD then there will be a lot of other agencies requesting this as well. After a discussion, some board members asked if they could have a copy of the IGA regarding the Mobile Licensure and RMS Interface to review. Todd Hughes advised that since Glenn Trommels was in charge of that process, they should have a copy to distribute out to the board. Michele Pankow said she would work with Todd to obtain that copy.

CAD/RMS Governance and CAD System Management Committee

No updates

Mental Health Grant

Michele Pankow advised that Pro QA personnel were present 3 weeks ago for initial training. There were various stakeholders invited to the training and most showed up. The planning regarding the software is moving along nicely.

Next Meeting an Adjournment:

Prior to adjournment Todd Stockburger asked if the board should designate a liaison between Mercy and the ETSB. Michele Pankow stated that a clear timeline has been established. Chairman Caruana stated that John Kelly should be contacted and involved with this. Don Shoevlin said his call and discussion will be with John Kelly first before he

reaches out to Cindy with the state. There was discussion on whether Mercy stated they would cease dispatch operations if a decision or plan hasn't been made by November 7th. Several board members stated that is not what they heard from Kara Sankey, she just stated that they don't want to be strung along. EJ Dilonardo said he didn't hear that from Ms. Sankey either and said they would not cease with operations knowing that move would directly impact citizen's safety. The discussion was left with Attorney Kelly being contacted. A **Motion** was made by Todd Stockburger to adjourn and was seconded by Don Carlson. Motion carried. The next ETSB meeting is scheduled for November 8, 2022 at 9:00 a.m. at Rockford Fire Headquarters.