

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Rockford Fire Headquarters, 204 S. 1st Street Rockford, IL 61104
March 8, 2022

I. CALL TO ORDER

Meeting was called to order at 9:00 a. m.

II. ROLL CALL

Present: Todd Stockburger, Adam Truman, Joel Hallstrom, Joe Corl, EJ Dilonardo, Don Shoevlin, Don Carlson, Carla Redd, Chuck Lynde, Michele Pankow, Rick Ciganek (sitting in for Sheriff Caruana).

Guest: Todd Hughes, Dan Majors, Robyn Gustafson

Absent: Gary Caruana, Sandy Stansell

III. Minutes

Prior to approval of minutes, Chairman Todd Stockburger introduced Robyn Gustafson as a stand-in and taking minutes in Sandy Stansell's absence.

Motion: Chief Hallstrom made a motion to approve and Chief Lynde seconded the motion. Motion carried.

While reviewing minutes Chief Corl asked why we have to go in front of the county finance committee if we have approved a purchase because we have the final say on the purchase. Chairman Todd Stockburger will do research and send an e-mail to board members on his findings.

IV. Financials

Financials were reviewed. Chairman Stockburger explained the long and snap shot version of financial

Motion: Chief Truman made a motion to approve the financials and Chief Hallstrom seconded the motion. Motion carried by a unanimous vote.

Chief Shoevlin asked why "Other Professional Services" were so high.

Chairman Stockburger will research and send an e-mail to board members on his findings.

V. New Business

New Item not on agenda: TC week is April 10-16. Chairman Stockburger made a request of up to \$1,800 total to be spent on showing appreciation to both the City and County TC's.

Board Approval requested due to the date of event before April's meeting.

Motion: Chief Corl made a motion to approve and Chief Pankow seconded the motion. Motion carried by unanimous vote.

Ratify: Vote at April 12, 2022 meeting to approve the above motion.

- Chairman Stockburger provided information on a training being held on May 10, 11, & 12 Guest Speaker Brian Willis. Brian is a very dynamic speaker, was the head of ILETA. (International Law Enforcement Training Association.)
- Update on 911 outage that happened on Feb 17, 2022. So far it looks to be attributed to NIU hardware and UPS battery back-up failed and caused the total outage, has been repaired. We have been told [by phone vendor] that Phase II will rectify the problem and add a layer of redundancy, still an ongoing situation we are looking at.
IT would like to diversify the back up so this doesn't happen again.

February Call Volume and Answering Report

Report provided. No questions from board

Mobile Client Licensure

Looking at multiple additional licenses, waiting on number needed. Waiting on Quote. Don't have a timeline at this time. No questions from board

Resource Computer

Jeanine asked that this be an agenda item. County Center needs 6 resource computers. Janine received a quote of \$8,100. We are reviewing the City and County center to get actual numbers of computers needed before making the decision on number needed. Looking at the budget for this item.
Resource computer is used as a benefit when system is down, multi-faceted use, email, LEADS, backup to the backup, etc.

VI. Old Business

IGA: Representatives from City and County met approx. 6 weeks ago. No new information to provide.

ETSB Salaries: Chief Corl and Todd Stockburger asked to meet with Sikich auditors about the \$197k overage. Meeting was on Feb 22. Lindsey Fish and Brian Lefevre. Sikich is only able to review the numbers we give them. Chief Corl explained the \$197k deficiency. This has happened over a 10+ year timeframe. Chairman Stockburger said that a decision needs to be made as a [911] Board on what we want to do about the \$197k that was overpaid to the County.

Chief Corl asked Mr. Rickert if he has had discussions on this topic with County leadership. Mr. Rickert wants to wait to see what the 911 Board does. He recommends the county to not pay it. Going forward we have a policy on how to review so this does not happen again.

- EJ Dilonardo does not think we should ask the County to pay it due to this being a board mistake in not catching the error.
- Chief Corl said he thinks we should work with the County to pay the money back over time to make this right.
- Chief Pankow commented we should have a conversation with the County on the repayment over time. Not to just write this off, we need to sit down with them to discuss at the least. Chairman Stockburger asked who he and Vice-Chairman Corl should meet with at the County to discuss – Mr. Rickert said he would be the County representative to meet with and discuss.

Motion: made by Chief Shoefflin for Chief Corl and Chairman Stockburger to sit down with the County to discuss repayment of \$197k overpayment. Chief Pankow seconded motion. Motion passed unanimously

Surcharge Expenditure Policy

Chairman Stockburger will send out to an e-mail to committee to coordinate calendars to set a time for committee to sit down and discuss.

City/IT Reimburse City on IT services

Chairman Stockburger asked City IT for a quote to reimburse them for IT costs on an annual basis. Chairman Stockburger remembered that County IT gave an estimate of expending approximately \$12,000.00 annually for IT services. Chief Corl asked City IT Director Todd Hughes to provide a quote of what the numbers look like for City IT at the next ETSB meeting. City IT Director Hughes commented that he will be able to provide an estimated cost to ETSB after the first 3-month period this year.

911 NG Project update

Scheduled maintenance did not happen March 6 & 7. Phase II maintenance continuing.

County 911/Fire Dispatch update

Chief Deputy Ciganek provided an update: County lost several dispatchers recently. Hired 7 new dispatchers to get to full staff once again. After training, County 911 Center will be back to full staff: fire dispatching is on pause until further notice from the County.

- Remove from April agenda

CAD/RMS Governance Agreement & Rules Committee Update

County IT Director Todd Hughes said there was no update on the CAD governance Agreement. Director Hughes spoke about “The Handle with Care initiative.” Several ETSB Board members commented that this initiative is supported by their organization.

- The Fiber Cuts/maintenance has been postponed again. Working with Chairman Stockburger and 911 to have emergency accommodations on being prepared in case of outage. New date to come.
- Regarding the Net Clock that the board approved purchase. Status: Purchased, but on backorder until June, 2022.
- Congratulations to Chief Pankow on her Woman of Achievement Award [through the YWCA].

CAD System Management Committee

Met on Jan 10th – nothing much to report.

Not on agenda:

Lieberts for County: invoice forthcoming – Cost of 1st invoice approx. \$70k balance due will be up to \$50k: cost is a carryover from 2020/2021 budget for the cooling system in the basement at the county. Helm is doing maintenance monthly to keep it in good operating condition until the new components come in.

Mercy Hospital asked about CAD Connectivity and interface. Brandon Lieber, from Mercy, is the person who recently took Scott Meyers’ position. Mr. Lieber wants to have a conference call to learn about our CAD system and discuss having their own system with Central Square. Jeanine Kaplan has been keep updated about this inquiry by Mercy and an impending conference call.

- Chief Corl brought up a question on the License this board purchased for MDT’s. City IT had concerns about security, asking Todd Hughes questions on options and how to keep them safe. Discussion on how we will keep them secure was talked about. Todd Hughes will draft options and we will continue discussion at next month’s meeting.
- EJ Dilonardo asked if we can see Baker Tilly’s audit. Dave Rickert said he can provide the board the Audit statements to compare relevant information to catch potential errors.

- Dave will provide ETSB portion of Baker Tilly audit to Chairman Stockburger. Chairman Stockburger will pass it on to the board for review.

VII. Next Meeting and Adjournment:

Tuesday, April 12, 2022 at 9am held at Rockford Fire Headquarters at 204 S. 1st Street
Rockford, IL 61104

Motion: A Motion was made by Chief Lynde to adjourn and was seconded by Don Carlson. Motion carried unanimously.