

**MINUTES**  
**WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD**

Rockford Fire Headquarters, 204 S. 1<sup>st</sup> Street Rockford, IL 61104

August 8, 2023

**I. CALL TO ORDER**

Meeting called to order at 9:02 a. m.

**II. ROLL CALL**

Present: Chairman Gary Caruana, Michele Pankow, Todd Stockburger, Joel Hallstrom, Joe Corl, EJ Dilonardo, Shawn Connors, Mike McCommend, Dave Loria, Adam Truman and Carla Redd (arrived at 9:07)

Guest: Elizabeth Russell, ETSB Attorney John Kelly, Sandy Stansell, John Girone, Steve Schultz, Adam Eich, Dan Magers, Sarah Stromberg, Steven Gregg, Todd Hughes, Mike Dyson, Tyler Jones, Veronica O'Daniel, Chad Miller, James Hart and Greg Kunce.

**III. Minutes**

Shawn Connors made a motion to approve the July Minutes and Dave Loria seconded the motion. **Motion:** Motion carried by a unanimous vote and minutes were approved.

**IV. Financials**

Prior to motion, board member Joe Corl asked if there wasn't anything "out of whack" that the board should look into for the budget. Elizabeth Russell advised that last month there were some items listed in the wrong account but an email was sent to county to correct those errors. Category 437.10 was in the negative but the correction was made. **Motion:** Mike McCommend made a motion to approve the financials. Adam Truman seconded the motion.  
Motion carried by a unanimous vote and financials were approved.

**V. New Business**

**July Call Volume and Answering Report**

No comments

**WinGis**

Elizabeth Russell advised that the ETSB has received a request from WinGis asking for a raise in their fee from \$25K to \$30K. WinGis provides all into to CAD mapping. Sarah Stromberg and Steve Gregg were present to answer any questions. There were none.

**Motion:** Joe Corl made a motion to accept the \$5,000 dollar increase for WinGis fees. Joel Hallstrom seconded the motion. Motion carried with a unanimous vote

**2024 Surcharge Budget**

Chairman Gary Caruana suggested that the board conduct a separate meeting to review the budget. Steve Shultz advised that he would go in front of the Winnebago County Board on Thursday. Shultz advised that they will layover the budget until the first week of September.

He also suggested that the ETSB start earlier with the budget process. Note: the ETSB circled back to select a date for the special meeting to be held to discuss the budget. Ultimately, the date landed on was Wednesday, August 30, 2023 at 9:00 a.m. at Rockford Fire HQs.

## VI. Old Business

### **911 HVAC SYSTEM**

Rick Ciganek advised that they were still waiting for a bid. One bid was for \$136K. There is money in the budget to cover that amount.

### **Three New CAD Positions**

John Girone reported that the CAD machines were delivered as well as some Motorola PC's. Tyler Jones and Jenn Fey have been handling phone equipment.

### **NG 911 Update**

Sandy Stansell reported that the process continues to move along. There are still 3 or 4 secondary carriers who contract with major carriers that have yet to be transitioned. However, Solacom is working to get that accomplished.

### **RockCom/IGA/System Plan Update**

Attorney John Kelly reported to ETSB members that he had sent an email to both RockCom and Cindy Barbera-Brelle. Veronica O'Daniel told ETSB members that Mercy's legal staff is looking at the IGA today.

### **CAD Mobile Software**

John Girone reported that they have the current version, CAD 11. A support ticket has been opened for some minor issues but Girone expressed dismay with the process.

### **County Fire Dispatch Update**

Rick Ciganek reported that the fire dispatch with Loves Park is going well. Chairman Caruana recognized Chief Hart to make his public comments. Chief Hart stated that things were going well with Mobile CAD but it is a learning process. Hart said that the way CAD is set up makes sense for Rockford Fire but Loves Park does not have the same staffing model. Hart asked the ETSB what can CAD do for the suburban fire departments. Hart asked that Mobile CAD be opened up for further discussion and whether a committee could be formed to further investigate what it can offer suburban departments. John Girone suggested that the existing Governance Committee investigate this issue. They could sit down with all agencies again to see what CAD can do. Joe Corl stated that the Governance Committee typically meets the day prior to the ETSB meeting and the location alternates between the two centers.

### **Adjournment**

**Motion:** A motion was made by Mike McCommend to adjourn and it was seconded by Michele Pankow. Motion carried. Next Meeting is scheduled for September 12, 2023 at 9:00  
Note: A special meeting was scheduled for Wednesday, August 30, 2023 at 9:00 a.m.