

# **MINUTES**

## **WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD**

Rockford Fire Headquarters – 204 S. 1<sup>st</sup> Street Rockford, IL  
August 13, 2024

### **I. CALL TO ORDER**

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

### **II. ROLL CALL**

Present: Chair Michele Pankow, EJ Dilonardo, Dave Loria, Gary Caruana, Mike McCammond, Marc Gasparini, Todd Stockburger, Adam Truman, Joel Hallstrom and Carla Redd  
Absent: Shawn Connors

Guest: Elizabeth Russell, Jennifer Fey, John Girone, Rick Ciganek, Todd Hughes, Sandy Stansell, Kirk Wilson, Jason Zerr, Tyler Jones, John Kelly, Adam Eich, Ed Kurza, Steve Schultz and +Dan Magers

### **Minutes**

**Motion: Mike McCammond made a motion to approve the July minutes and it was seconded by Dave Loria. Motion carried.**

### **Financial**

**Motion: Chair Pankow asked John Girone about the software system line item. John Girone advised that it was a 5yr pay plan approved by the ETSB. There were no further comments. Mike McCammond made a motion to accept and approve the financials. Motion was seconded by Adam Truman. Motion carried.**

### **New Business**

#### **July Call Volume and Answering Reports**

Were reviewed with no comments

#### **2025 Surcharge Budget**

John Girone reported that a draft budget was sent to Steve Schultz. Girone advised that the ETSB needs to approve the 2025 by October 1<sup>st</sup>. A preliminary meeting was held with Jenn Fey and Elizabeth Russell. Chair Pankow advised that a special meeting will be scheduled with board members to discuss the budget, sometime before the end of the month.

#### **Fields Ops Subscription Fee**

John Girone referenced the Central Square quote provided. The quote in the total amount of \$6,240 would include 13 licenses (10 – Rockton and 3 – Rockford Park District) and fixed fees for consulting and Project Management services. This amount would get those licenses live. The \$1,560 in the quote would be an ongoing fee and the fee would be a little less for frontloading the agencies. Marc Gasparini asked John Girone if there was a policy in place.

John Girone advised that the policy he is finalizing is for purchases in general. Girone said he brought this to the board because the amount of \$6,240 exceeds his authority. Gary Caruana asked if the Rockford Park District would always be in this. Girone said Central Square will load them one by one to roll them in. Carla Redd said she was surprised that they weren't rolled up from the onset. Mike McCammond asked if these agencies had demoed it because Loves Park turned it off. McCammond advised that they get more info from webcast than Fields Ops. Mike McCammond commented that these agencies weren't involved in the original IGA. Elizabeth Russell advised that Field Ops licenses were covered by the ETSB. Marc Gasparini asked if the policies would be ready before the ETSB has to approve the budget. John Girone advised that he was still checking policies with other agencies.

**Motion: Joel Hallstrom made a motion to approve the Central Square quote in the amount of \$6,240 dollars. Carla Redd seconded the motion. Motion carried by a unanimous vote.**

### **Old Business**

#### **RockCom/Mercy IGA**

Chair Michele Pankow advised board members that immediately following the ETSB meeting they would be meeting with Mercy to discuss the IGA. Pankow reminded board members of the issues within the IGA that will be discussed. A) with or without cause language, b) Northern Illinois ID and c) timeline. Chair Pankow hopes that more will come after today. Pankow advised that the State Administrator has been kept updated even with no movement.

### **Adjournment**

Prior to the motion to adjourn Marc asked if the last document in the packet was the information based on his request regarding what agencies are dispatched at the centers and RockCom. Chair Pankow advised it was the info he requested. Gasparini also noted that Mike McCammond requested the number of calls.

**Motion: Carla Redd made a motion to adjourn and it was seconded by Marc Gasparini. The Motion Carried. Meeting was adjourned. The next scheduled meeting is Tuesday, September 10, 2024.**