

## MINUTES

### WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Stockholm Inn, 2420 Charles St. Rockford, IL

February 13, 2024

#### I. CALL TO ORDER

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

#### II. ROLL CALL

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

Guest: Elizabeth Russell, John Kelly, John Girone, Steve Schultz, Jennifer Fey, Sandy Stansell, Tyler Jones, Dan Magers, Kyle Hill, Adam Eich, Chad Miller, Mike Dyson and Todd Hughes

#### Minutes

Minutes of December 12, 2023: Motion: Shawn Connors made a motion to approve which was seconded by Carla Redd. Motion carried.

#### Financials

Financials were for both January and February. Motion: Dave Loria made a motion to accept and approve the financials for both months. His motion was seconded by Shawn Connors. Motion carried. Comments: Shawn Connors asked if under Dues & Memberships if the amount of \$2,698 was in the wrong place. John Girone advised that the dues or membership fees come up just annually, so the entry is based on the fiscal year report.

#### New Business

##### December and January Call Volume and Answering Reports

Were reviewed with no comments

##### County 911 HVAC

ETSB Business Manager John Girone advised that the ETSB had approved the HVAC reno for 4511 N. Main building but that did not include the PM. Girone referred members to the Quote that was submitted by CMS, which was in their packets. Girone advised that the County was familiar with doing some of the PM issues and Jenn Fey said the county would provide filters, for instances. Carla Redd asked John Girone what they were voting on today. Girone advised whether or not they go with the vendor, CMS.

. Motion: Mike McCommond made a motion for John Girone to move forward on signing the aggrement with CMS to do the PM for the county building. The motion was seconded by Todd Stockburger. Chairman Pankow advised there was no need for a roll call vote. The motion carried with a unanimous vote.

### **Appointment to CAD Committee**

ETSB Chair Pankow advised that there was still the need to appoint someone to the CAD committee that was vacated by Joe Corl. Pankow asked if there was someone from the ETSB who would want to serve. **Motion:** Chair Pankow suggested that Mike McCommond because of his knowledge of CAD serve on the committee and made a motion to nominate McCommond for the position. The motion was seconded by Mark Gasparini. Motion carried.

### **Fire Station Alerting**

John Girone advised ETSB that there were 3 fire departments who have not received the Equipment to have fire station alerting at their departments. Girone said these departments (Pecatonica, Durand and Shirland) do want the equipment to proceed. Shawn Connors asked why not the mobile app. John Girone advised that the mobile app is included and getting these departments on board would increase the license count. **Motion:** Dave Loria made a motion to proceed with providing the three remaining departments with station alerting equipment. The motion was seconded by Mark Gasparini. Chair Pankow conducted a roll call vote due to the amount of this purchase. All members were a yes vote. Motion carried.

### **Word Systems Maintenance**

John Girone referred board members to their packets with regards to the extended warranty quote from Words Systems. This has to do with the recording devices for 911. The board reviewed the quote provided by word systems and discussed which option they should proceed with. John Girone advised that with option 1 or the extended warranty they are knocking off 1 year on the costs. Girone advised that if the ETSB wanted to use the pay of front option, that this money was in the budget. Mike McCommond commented that if the budget supports all 5 years, his suggestion would be to go with that. Todd Stockburger asked if the budget had \$200K for this expenditure. Girone advised that it was not budgeted. Mark Gasparini asked Steve Schultz if they would be making 6% on the account. Steve Schultz advised they would not be. **Motion:** Mike McCommond made a motion to proceed with option 1, or the pre-paid 5 years maintenance/service/support through WSI. Shawn Connors seconded the motion. Chair Pankow conducted a roll call vote. All members present voted in favor of the motion and the motion carried by a unanimous vote.

**Comment from Steve Schultz.** Steve Schultz wanted to revisit the purchase of department Licenses as far a the budgeting process. Schultz asked Girone, if they should budget for one Year. John Girone advised that he is working on a process for licenses. He asked Schultz if they should do an AdHoc or do it as they go. Girone advised that this was a difficult thing to monitor because the licenses expire at different times and they are adding them at different times. Girone said it is difficult to determine how we do it. Chair Pankow asked John Girone if the question was to have the board develop framework. Girone advised yes because it is burdensome to track when things expire. Carla Redd commented that for budgeting purposes it should be done on a yearly basis. Girone advised that he is working on that now. Mark Gasparini advised that the 5year agreement that the ETSB had just approved, that it is not up to the board to come up with a process. Gasparini proposed that John Girone work on this with the county auditors on how to proceed. John Girone asked if then the ETSB

would want him to come up with a plan on how to handle the licenses? Girone said they have a good process in place now but they don't know how many licenses we will have in the future, so you can't budget. **Motion:** Mark Gasparini made a motion that John Girone create a process and have it in line with the external auditors. Dave Loria seconded the motion.  
Motion carried by a unanimous vote.

### **Old Business**

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

Chair Michele Pankow advised ETSB members that there was not a lot to update. Pankow advised that a meeting did happen with Mercy which included from 911, the two 911 Directors, ETSB Chair and Co-Chair, Board Member Joel Hallstrom and Attorney John Kelly. This meeting was a zoom call. Chair Pankow stated that it was apparent that there was some misunderstandings on their costs. Pankow advised that the ETSB team clarified. Elizabeth Russell resent info to Mercy pertaining to installation, infrastructure for both the Rockton and Riverside site. Pankow advised that the plan is to meet again. Attorney Kelly reached out this past Friday to see when they could meet again. Kelly said the sticking point is the time frame. While the cost for the infrastructure has come down they are not good with 2 years and the ETSB is not good with 15 years. Kelly said we are coming closer on costs but from their prospective their cost investment versus the period of time is their issue. Dave Loria asked if the length of the contract was a moot point considering the cancellation clause. Attorney Kelly advised that with a no cause clause it makes the length of the contract ineffective. The length of time does not matter with a cancellation clause. Attorney Kelly asked board members if 5 or 7 would be in their ball park if maybe it might be a corporate investment with Mercy. Elizabeth Russell advised board members that for 5 years they would be looking at around \$300K. The ETSB's part would be around \$31K for fiber. Board member EJ Dilonardo commented that the ETSB talked about what happens to the Fiber if we cancel out of the contract. He asked if Mercy could keep the fiber or drop it. Attorney Kelly advised that the fiber is under the control of the ETSB and they could use it however they want. Dilonardo asked if Mercy has mentioned the cancellation clause. Dilonardo commented that if the ETSB signed a 15 year with the clause could that be Viewed as a bad faith. Chair Pankow stated that the board should still try to get that length Reduced so if we ever want to get out, the options are better. Mark Gasparini asked if the ETSB felt better about our position right now. Attorney Kelly said the State can still have some Input in the position. Mike McCommond asked if the board should wait for Mercy's response Chair Pankow said that Mercy now has a better understanding of their costs. Mark Gasparini asked if there was a penalty clause for termination. It would be easier and more justifiable for us to get out. EJ Dilonardo asked what the state was saying. Chair Pankow advised that they have updated the state regularly and the temp is luke warm but we have communicated with regular communications in place and are able to say we have had a meeting. Attorney Kelly said the State Administrator has a lot of other things on her plate and he didn't sense the attitude portrayed in the last last letter. Elizabeth Russell reminded board members that quote provided by Solacom will end in October. Shawn Connors asked how close the county was to absorbing the fire departments. Connors said they have never received a report. Chair Michelle Pankow advised that it involves additional staff. The City is at their capacity

for hiring. Jenn Fey advise that the county is doing training which will end in April. Jenn Fey advised Sandy Stansell that County 911 Fire Dispatch Update can be removed from the agenda.

**Adjournment**

**Motion:** Carla Redd made a motion to adjourn and it was seconded by Mike McCommand.

Motion carried.