

MINUTES

WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Rockford Fire Headquarters – 204 S. 1st Street Rockford, IL
July 9, 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, Shawn Connors, Gary Caruana, Mike McCammond, Marc Gasparini, Todd Stockburger and Joel Hallstrom

Absent: Adam Truman Carla Redd (arrived late)

Guest: Elizabeth Russell, Jennifer Fey, John Girone, Rick Ciganek, Todd Hughes, Sandy Stansell, Mat Cordonnier, Veronica O'Daniel, John Kelly, Adam Eich, AJ Indovina, Dan Magers

Minutes

Motion: Shawn Connors made a motion to approve the June minutes and it was seconded by Mike McCammond. Motion carried.

Financial

Motion: Todd Stockburger made a motion to accept and approve the financials. Motion was seconded by Dave Loria. Motion carried.

New Business

June Call Volume and Answering Reports

Were reviewed with no comments

Pool Invoice Policy

John Girone advised the board that they are getting ready for the upcoming budget. Girone has asked the county with regards to the pool invoicing of the larger accounts if the county could break those out to show what portion pertains to 911 and in turn forward directly to the ETSB. Girone advised that the reason he approached the county on this issue is because the pool invoicing goes against ETSB policy. Girone said not all accounts would be feasible to separate out, like the iFiber account but for those that could be, County Finance agreed to separate those out. Chair Pankow asked what the flow of these accounts would be. Girone said two of the accounts for instance; gas bill and cleaning—would get separated out and sent directly to the ETSB. Girone said these changes would get the process in line with the policy. There were no questions from the board.

WCSO Training Resource Room

John Girone said this pertained to a county item that was budgeted and he turned it over to Jenn Fey. Jenn Fey advised that the county does not have a training room like the city. Fey advised that this would be for five training workstation positions. The amount would be \$8,451 **Motion: Mike McCammond made a motion to approve the purchase of the five positions from CDW-G for the county training room. Joel Hallstrom seconded the motion. Motion carried with a unanimous vote.** (Note: At this point Attorney Kelly indicated that a roll call vote was needed. Chair Pankow commented that the amount was not over \$10,000 as per policy, so the ETSB has not followed that procedure in the past. Attorney Kelly advised that for every purchase a roll call vote must be taken. Chair Pankow then took a roll call vote and the results were as follows: **Shawn Connors seconded the motion. A roll call vote was taken by Chair Pankow as follows: Caruana-yes; Hallstrom-yes; McCammond-yes; Stockburger-yes; Gasparini-yes; Connors-yes; Dilonardo-yes; Loria-yes; Pankow-yes. Motion carried by a unanimous vote.**

County Parking Lot Resurfacing

John Girone said the resurfacing was a budgeted item. He had three quotes for the job; BelRock/\$62,064.17; Norwest Construction/\$64,300 and Forest City Paving/\$68,180. Jenn Fey stated she was fine in going with BelRock, which was the lowest bid. **Motion: Joel Hallstrom made a motion to have BelRock do the resurfacing in the amount of \$62,064.17. Dave Loria seconded the motion. A roll call vote was taken by Chair Pankow as follows: Caruana-yes; Truman-yes; Hallstrom-yes; McCammond-yes; Stockburger-yes; Gasparini-yes; Connors-yes; Dilonardo-yes; Loria-yes; Pankow-yes and Redd - yes. Motion carried by a unanimous vote.** Board Member Shawn Connors asked if the ETSB normally pays for outside work of this nature. ETSB Business Manager John Girone advised yes. Attorney Kelly also stated that expenses outside for maintenance of building is covered under allowable expenses.

Pulse Point

Elizabeth Russell was contacted by Prevention Insights (PI) a Center within Indiana University School of Public Health with regards to Winnebago County ETSB entering into a MOU (Memorandum of Understanding) pertaining to the use of Pulse Point. The MOU will outline the roles and responsibilities of each party, the scope of and duration of the collaboration and the expected outcomes and benefits. Elizabeth Russell advised that the following agencies were randomly selected to participate; Harlem Roscoe, North Park, Pecatonica and Durand. All the fire chiefs have agreed. The MOU is being addressed with the ETSB because they are the holder of the account, advised Ms. Russell. Chair Pankow asked how long the study would be conducted. Elizabeth Russell advised one year. **Motion: Marc Gasparini made a motion that the ETSB approve signing the MOU to participate in this study. The motion was seconded by Chair Pankow. Motion carried by a unanimous vote.**

Old Business

RockCom/Mercy IGA

Chair Michele Pankow advised that they were not able to get a meeting with Mercy. Mercy

could not get their team together. Chair Pankow hoped for a communication by the end of today. Chair Pankow reviewed the items the ETSB wishes to address with Mercy that were discussed in previous meetings. 1) a better understanding of what Mercy means by using Northern Illinois in the verbiage. Are they stating this for the potential of including other counties? #5- It referred to not being able to agree to an agreement that didn't exist in the IGA but the call-handling piece will become part of the IGA. #10 – language needed that states Mercy will notify the ETSB about any additional agency. ETSB wants to approve any additional agency. Marc Gasparini asked if board members could be given a list of what agencies Mercy, City and County provide services for. Chair Pankow agreed to get and provide that list. Mike McCammond asked for the volume of calls for each as well

Adjournment

Motion: Todd Stockburger made a motion to adjourn and it was seconded by Joel Hallstrom

Motion carried and meeting was adjourned. The next meeting is scheduled for Tuesday, August 13, 2024 at 9:00 a.m.