

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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

July 11, 2023

I. CALL TO ORDER

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

II. ROLL CALL

Present: Acting Chair Todd Stockburger, Joel Hallstrom, Joe Corl, EJ Dillonardo, Shawn Connors, Mike McCommand and Dave Loria. Absent: Gary Caruana, Michele Pankow, Adam Truman and Carla Redd.

Guest: Elizabeth Russell, ETSB Attorney John Kelly, Edward Kurzec, Jennifer Fey, Steve Schultz, Rick Ciganek, James Hart, Greg Kunce, Jon Larson, Adam Eich, John Girone, Robert Reffett and Sandy Stansell.

III. Minutes

Shawn Connors made a motion to approve the June Minutes and Joy Corl seconded the motion. **Motion: Motion carried by a unanimous vote and minutes were approved.**

IV. Financials

Prior to motion, Acting Chair Todd Stockburger asked Steve Schultz if he had anything to present. Mr. Schultz advised that the year to date report looked good. He asked if the monies within the building improvement and data processing categories would be used before September. 911 Division Administrator Elizabeth Russell advised that it was budgeted for the Phase 2 remodel and they were currently looking to get quotes for Rockford center but have not received quotes as of yet. The EOC will be remodeled but there is no info for that at this time. **Motion: Dave Loria made a motion to approve the financials. Joel Hallstrom seconded the motion. Motion carried by a unanimous vote and financials were approved.**

V. New Business

June Call Volume and Answering Report

No comments

ETSB Purchasing Card

Elizabeth Russell asked ETSB members if the purchasing card limit could be raised. Currently It is set at \$5,000 dollars and Ms. Russell suggested that it be raised to \$7,500 dollars because of training classes and other items. Ms. Russell advised that the same rules would be followed. 911 Business Manager John Girone suggested that the amount should be higher. ETSB member Joe Corl asked John Girone if \$10,000 would be sufficient. Girone responded that it would. **Motion: Joe Corl made a motion to raise the purchasing card limit from \$5,000 dollars to \$10,000 dollars. Dave Loria seconded the motion. Motion carried with a unanimous vote.**

VI. Old Business

911 HVAC SYSTEM

Rick Ciganek advised that they were in the process of obtaining bids. Shawn Connors also reminded members that the county was given a couple of options on how to proceed. Ciganek said one of the quotes was \$136K.

Three New CAD Positions

Jenn Fey reported that some of the equipment is showing up at the county center. Tyler Jones has been doing some installation. John Girone said that other equipment might arrive ahead of schedule.

TEXT to 911

Sandy Stansell advised ETSB members that NINGA met concerning how they would like to announce Text to 911. Stansell informed members on the importance of jointly rolling out the announcement for consistency purposes because the counties within the alliance border one another. Stansell advised that NINGA wants to distribute the message or announce the text to 911 service via social media. County websites and Facebook will be utilized to do so. Stansell said that once they have finalized the verbiage for the PSA she will send it out to the members. Seventy percent of Winnebago County providers have transitioned at this point and things are moving along nicely.

RockCom/IGA/System Plan Update

Attorney John Kelly reported to ETSB members that a meeting had been scheduled with Mercy Health and RockCom for right after the June ETSB meeting but Mercy Health was not ready for that meeting and it was pushed back and scheduled for 10:00 am today but RockCom reported that their legal team wasn't ready. There has been no new date established. Attorney Kelly said that the State had set a date for 7/31/23 to have this resolved. After the June meeting he did send an update to State Administrator Barbera-Brelle stating that the ETSB was still working toward that date and a new meeting was scheduled for today. Kelly said the Administrator did accept that report and didn't respond one way or the other. Attorney Kelly stated that the ETSB was doing their best to have things completed by 7/31 and it isn't looking realistic but that should not be problematic for the ETSB because they have been trying their best to get Mercy to the table. Mr. Kelly stated that he didn't see this as an issue with the State because the ETSB has been trying to get Mercy to the table. Veronica O'Daniel will try to get a date for a future meeting. Attorney Kelly suggested that he send a letter to Mercy stating that the ETSB is trying to meet the 7/31 deadline and that they are readily available to meet with them. Joe Corl asked Attorney Kelly if he felt this would have been the final meeting with Mercy. Attorney Kelly said he doubted it would have been because they have not received any feedback from Mercy on the draft agreement. We don't know where they are at with the agreement. Shawn Connors asked Attorney Kelly what happens next, does this die out and where do we go from here. Attorney Kelly advised from his experience is that as long as both sides are making good faith efforts to get this done, he thinks the Administrator will give additional

time—maybe like 60 days additional but she will get to the breaking point. Attorney Kelly will reach out again today to the State Administrator. Dave Loria asked if there are any issues or sticking points with this matter. Attorney Kelly said nothing that they have been made aware of. They have been told that it has been a scheduling issue with Mercy.

CAD Mobile Software

Upgrade will occur this Wednesday morning at 7 a.m. There are no functionality changes

CAD IGA/Access

Rick Ciganek said this item could be removed from the agenda. A meeting was held 4 weeks prior and a process has been worked out.

County Fire Dispatch Update

Rick Ciganek reported that the county went live with Loves Park Fire on June 26th and there were no issues.

CAD Automatic Dispatch

John Girone advised that the CAD Governance Committee met yesterday. Chief Corl will be reviewing the features and functions with his staff. If it goes well with Cherry Valley they will be talking with other departments.

911 Project Update

Updates were given during previous discussion

Phone/Radio Circuit Audit

Elizabeth Russell advised that porting of the lines occurred over a month ago and as a result of the porting there will be a monthly savings of \$6 - \$7,000 dollars.

Radio Lease

Already discussed previously with regards to equipment being installed at county.

Rural FD Mobile License

Elizabeth Russell advised that field ops and mdt licenses have been ordered for Loves Park

Fire Station Alerting for Suburban Fire Departments

Elizabeth Russell reported that all the floor plans were received from Shirland, Pecatonica and Durand. Awaiting the quote from US Digital.

Adjournment

Motion: A motion was made by Joel Hallstrom to adjourn and it was seconded by Mike McCammond. Motion carried. Next Meeting is scheduled for August 8, 2023 at 9:00 a.m.