

MINUTES

WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Rockford Police Dept. – District 2
April 8, 2025

I. CALL TO ORDER

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

II. ROLL CALL

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

Guests: John Girone (911 Business Mgr) Director/Rockford), Jen Fey (911 Director/Winnebago) Todd Hughes, Steve Schultz, Jason Zerr, Ed Kruzac, John Kelly, Adam Eich and Sandy Stansell (ETSB Secretary)

Minutes – March Meeting

Motion – Mike McCommond **Second** – Carla Redd

Motion to approve carried by unanimous vote

Financials – Shawn Connors commented that there were no items in red or in question.

Motion - Shawn Connors **Second** – Joel Hallstrom

Motion to approve carried by unanimous vote

New Business

March Call Volume and Answering Reports – No Comments

Spending Policy Review

Chair Michelle Pankow advised that during the previous meeting there was a discussion on roll call votes and the dollar amount that requires a roll call vote. Chair Pankow said the ETSB has followed the spending policy and past practice where any item over \$10K would require a roll call vote. Attorney John Kelly advised that he researched further and found that the board's policy is an acceptable practice. A discussion regarding the policy ensued and Chair Pankow asked if the ETSB wanted to amend the spending policy or holdover until next month.

Motion- Joe Hallstrom made a motion to amend the ETSB spending policy, as follows:

#11 will state the amount to be voted on will be in access of \$5K and #10 will be deleted.

Second - Shawn Connors seconded the motion. Motion carried with a unanimous vote.

John Girone said he would review the policy and get it out to board members.

County 911 Kitchen

John Girone advised ETSB members that they had trouble finding 3 vendors to provide quotes. Jen Fey advised that her preference was DBI. DBI has done other work for the county and they did a good job. Mike McCommond commented that DBI quote was \$8K less. **Motion** – Mike McCommond made a motion to go with DBI for the kitchen project

Second - Joel Hallstrom seconded the motion. A roll call vote was taken:
M. Pankow – Y M. McCommard – Y C. Redd – Y T. Stockburger – Y J. Hallstrom – Y
S. Connors – Y D. Loria – Y EJ. Dilonardo – Y A. Truman – Y
Motion passed by a unanimous vote.

County 911 Security Film

Jen Fey advised that the County 911 needs security film on their windows not only for privacy but it adds a layer of strength. One quote was from Glass Enhancement which is local. Ms. Fey is familiar with their work and thinks they will do a good job.

Motion – Shawn Connors made a motion to go with Glass Enhancement's Quote for the Security film.

Altorfer Generator

John Girone presented an agreement for generator maintenance and service from Altorfer. Girone advised that this is the firm they have been using and there is no major increase in the cost. Carla Redd asked if the cost differs from the firm the city uses. John Girone advised that the cost is in line with what they typically pay. Girone advised that this company does an excellent job. **Motion** – Joel Hallstrom made a motion to accept an agreement with Altorfer's for the maintenance of the generator for all 3 years in the amount quoted.

Second – made by Carla Redd. A roll call vote was taken.

M. Pankow – Y M. McCommard – Y C. Redd – Y T. Stockburger – Y J. Hallstrom – Y
S. Connors – Y D. Loria – Y EJ. Dilonardo – Y A. Truman – Y
Motion passed by a unanimous vote.

OLD BUSINESS

Legislative Updates:

John Kelly advised that the State Advisory Board plans to meet on Monday. It appears that the State Police and Advisory Board are putting rule changes on the back burner. There is a bill that will mandate that all Telecommunicators will be required to take a CPR course as part of medical dispatch. Also slated is an increase in the excise tax to 1.65%. There is a push for an increase in 911 surcharge fees. In 2016 the surcharge was set at \$1.50, there was no increase in 2017. The speculation is that the surcharge should be at \$2.50 per line to accommodate inflation. 911 professionals are certain that carriers will oppose this. John Kelly announced that 911 Goes to Springfield is on 4/29. 911 will be going in support of the increase in surcharge. Sandy Stansell advised that during her tenure as 911 Director, she attended and it was very beneficial to meet one on one with legislators on important 911 issues. John Girone commented that the State is going to look at getting their costs funded by surcharge.

RockCom

Chair Michelle Pankow advised ETSB members that there is no IGA. They have not met since February, which was a virtual meeting. Pankow advised that there was no apparent desire for Mercy to continue with the dispatch of just three agencies. They got back and said it wasn't to their advantage to keep three agencies. Chair Pankow stated that nothing official has been received from Mercy, however. Pankow and Caruana had met with the three agencies back in January and they were not aware of any of this process. It was apparent that Rock Com did not have any communication with these agencies. Pankow said that even though the State

Administrator retired, she has been contracted back with the State. Pankow said that the ETSB needs a transition plan from the Rock Com staff for the three agencies as they need to know that all three agencies have a place to go for dispatch. Attorney John Kelly commented that the State Administrator is in favor of no SAP (secondary answering point) Jen Fey stated

that County 911 has a plan for the agencies as far as the radio piece for Durand, Shirland and Pecatonica. Shawn Connors asked if the three agencies could be invited to the next ETSB meeting. Chair Pankow advised that she has extended that invitation to all three but she would try again. Connors also suggested to meet with them at their next Fire District meeting. Chair Pankow suggested the ETSB do the following:

- 1) Request a response from Mercy
- 2) Request their transition plan
- 3) Reach out to the three agencies
- 4) Carla Redd suggested setting a meeting with the agencies and the State Administrator

Board member EJ Dilonardo asked whether Rock Com and Mercy have any responsibility with any of this. Chair Pankow said she believe Brandon from Rock Com has had conversation with the three agencies. John Girone asked when the three agencies' contracts expire with Rock Com.

Shawn Connors commented that the ETSB is fortunate that the State Administrator is willing to work with the board on this matter. The discussion ended with Chair Pankow stating that she will reach back out to Mercy again for a formal response and she will also update the State Administrator.

Project Updates

911 Remodel Update

John Girone reported that the remodel was progressing quickly. The lighting is being made and when it is time to install, personnel will be moved up north.

Strategic Planning Committee

Per John Girone, both 911 Centers are working on capital equipment lists. They are still attempting to schedule a meeting date.

CAD Committee Update

CAD update is planned for May 19th per John Girone. May 20-22nd will be dedicated toward fixing issues, approved by the ETSB. Girone advised that he and Mike Dyson will be attending a Central Square Conference at the end of the month.

Fiber Issue

Todd Hughes informed ETSB members of some impeding fiber updates. There is a meeting scheduled to discuss. Hughes said the City was told there wouldn't be an outage but there was. Hughes said wireless radios have been ordered. They will be working with Stratus on the fiber trade. Hughes advised that with a worst case scenario the back up the city has in place could keep CAD/RMS up and running. The time line 30-45 days.

National TC Week

Chair Pankow advised ETSB members that next week was TC week. There will be a Proclamation at the next City Council meeting. The County will also be doing one. Jen Fey

advised that the County purchased hoodies for their employees. John Girone advised that that Elizabeth Russell took money from the Wellness fund for their purchases. Sandy Stansell asked if the ETSB wanted a letter to post on social media. Many of the members present said they would post on their media platforms. Ms. Stansell advised Chair Pankow that she would forward a letter for her approval.

Adjournment

Motion: Shawn Connors **Second:** Mike McCommend. Motion carried and meeting adjourned
The next scheduled meeting is Tuesday, June 10, 2025 at Rockford Fired Headquarters
204 S. 1st Street, Rockford, IL 61104