

MINUTES

WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Rockford Fire Headquarters – 204 S. 1st Street
July 8, 2025

I. CALL TO ORDER

Meeting called to order at 9:04 a. m.

II. ROLL CALL

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

Guests: John Girone (911 Business Mgr), Elizabeth Russell (911 Director/Rockford), Jen Fey (911 Director/Winnebago) Todd Monahan, Lindsey Fish, John Kelly, Rick Ciganek, Ed Kurzac, Matt Cordonnier, Adam Eich, James Hart, Jason Zerr, Steve Schultz, Kirk Wilson and Luis Duran.

Minutes – June Meeting

Motion – Shawn Connors **Second** – Mike McCommond

Motion to approve carried by unanimous vote

Financials – Business Manager John Girone informed the board of a mistake regarding line 42. The actual amount for cleaning supplies should have been \$1,954. Girone advised that he had reported the error which will be corrected.

Motion - Adam Truman **Second** – Carla Redd

Motion to approve carried by unanimous vote

New Business

June Call Volume and Answering Reports – No Comments

Sikich Rep Lindsey Fish provided the 911 board with an overview of the ETSB's annual audit report. There were two reports provided in which each member received a copy. Ms. Fish quickly went through each report, explaining the highlights of each. Also, Ms. Fish pointed out that Sikich's letter to advise of any deficiencies had no comments this year. So, there were no action items needing attention. John Girone thanked Sikich for their patience and Ms. Fish was grateful for the responses from both City and County personnel.

First Due

911 Business Mgr John Girone presented information regarding First Due, a reporting system that accommodates Fire's needs. Girone advised that First Due can interface with Central Square for an initial one-time fee of \$12,500 dollars. There is a subsequent fee of \$6,500 dollars. Shawn Connors asked if all of the departments were clear that the ETSB reviews purchases from year to year. Connors stated that departments should budget for this expense. Connors asked for clarification on the subsequent \$6,500 dollars yearly costs—Girone advised that this was the amount for all. In response to Shawn Connors question if all

the departments knew this cost may not be paid for by ETSB in the future, John Girone advised that it is conveyed within emails to the departments but there is no formal approval letter should the time come when the ETSB decides not to cover costs. Girone suggested something more formal for the notification. EJ Dilonardo commented about his concerns that other departments could want another system. He asked if maybe the board should select First Due since several of the departments will probably move over to First Due. Should the ETSB specifically look at First Due or ESO? Girone stated that would be a decision made by the ETSB. Carla Redd stated that would be another \$12,500. John Girone advised that the police jointly use RMS which was a one-time fee. EJ Dilonardo was concerned that each time a department chooses another system, the ETSB will be paying this fee over and over. Shawn Connors stated that the ETSB needs to move this back to the budget request form process. Chief Hart from LPFD indicated that there is interest by other departments for First Due. Carla Redd asked if it would be noteworthy to bring this to other fire departments. Joel Hallstrom commented that what works for Rockford may not work for other departments. EJ Dilonardo said First Due is easy to work with and if LPFD gets set up then other departments can template through LPFD. A **motion** was made by Hallstrom and seconded by McCammond for the purchase of the First Due interface to Central Square in the amount of \$12,500. Due to the lengthy discussion a vote was not taken until after the **amended Motion**: Shawn Connors amended the motion to state: The ETSB agrees to the purchase of the First Due Interface to Central Square subject to the Winnebago County ETSB purchase request policy. **Second**: Mike McCammond. A Roll Call vote was taken and results are as follows:

Michelle Pankow – yes	Gary Caruana – yes	Adam Truman - yes
EJ Dilonardo – yes	Joel Hallstrom – yes	Mike McCammond - yes
Shawn Connors – yes	Todd Stockburger – yes	Carla Redd – yes

Training PCs

John Girone gave an overview of the configuration of the training room and the dedicated training workstations; which will be utilized for EMD and other online training classes.

Motion: Shawn Connors made a motion to approve the purchase

Second: Joel Hallstrom A roll call vote was taken and results are as follows:

Michelle Pankow – yes	Gary Caruana – yes	Adam Truman - yes
EJ Dilonardo – yes	Joel Hallstrom – yes	Mike McCammond - yes
Shawn Connors – yes	Todd Stockburger – yes	Carla Redd – yes

OLD BUSINESS

Legislative Updates:

John Kelly advised that the Statewide Administrator was named on 7/1/25. Her name is Alisha Atkinson. Ms. Atkinson has served as Deputy Director at Evanston, Deputy Director at Red Center and she has a heavy background in the field of training. Her appointment still is awaiting confirmation by the Senate. Attorney Kelly advised that in the past six months they have seen a 5-15 % drop in 911 surcharge funds. Next Gen and AT&T fees are higher. There has also been a loss of customers. The May distribution was less as a result. Apco/NENA are pushing for an increase in surcharge fee from \$1.50 to \$2.50. House Bill (HB) 4066 and Senate Bill (SB)2670 support this increase. 911 Agencies are inviting legislators in to see how

operations run. As far as State government, Veto sessions are 10/14-10/16 & 10/28-10/30. If the increase is not passed, then it will be in Spring 2026.

Prior to adjournment, Chair Pankow advised the ETSB that today was her last meeting. Chair Pankow introduced the Interim Fire Chief Brian Carlson who will be attending meetings until the new Fire Chief is appointed. Co-Chair Gary Caruana will serve as the ETSB Chairman until the September election. Gary Caruana congratulated Michelle Pankow for her appointment downstate.

Adjournment

Motion: Mike McCommond

Second: Todd Stockburger Motion Carried. Meeting was adjourned.

The next scheduled meeting is **Tuesday, September 9, 2025 – (ELECTION)** at Rockford Fired Headquarters 204 S. 1st Street, Rockford, IL 61104