

**MENARD COUNTY
EMERGENCY TELEPHONE SYSTEMS BOARD**

MEETING MINUTES

September 16, 2019

The regular meeting of the Menard County ETSB was called to order by Ken Yocom at 7:00 p.m.

Members Present: John Balster, Karen Boensel, Jason Huffman, Pat Rebbe, Ben Hollis, Dave King, Bob Lott, Ken Yocom, and Ron Cooley.

Absent: Daniel Schirding, Mike Chandler

BOARD MINUTES

- A motion to accept the consent agenda of the September 16, 2019, ETSB regular meeting was made by Ben Hollis and seconded by Dave King. All aye. Motion carried unanimously.
- A motion to accept the minutes of August 19, 2019, ETSB regular meeting was made by Dave King and seconded by Pat Rebbe. All aye. Motion carried unanimously.
- A motion to accept the financial reports as presented was made by Dave King and seconded by Bob Lott. All aye. Motion carried unanimously.

911 COORDINATOR REPORT

- Budget Committee reviewed software maintenance and hardware and we split because we are trying to pin software and keep separate from hardware such as actual machines/recorders/etc. Maintenance agreements we increased to \$25,000.00 due to change in Cushing and Nelson. Project Costs are at \$100,000.00 for EFD and EPD at \$20,000.00, \$20,000.00 for NG911 crossover which we will need this beginning next year. Dispatch shares was at \$128,000.00 and we are only budgeting \$114,000.00 with the balance from the Sheriff Department's budget. We are hoping to save for the 5 years when we will need to repair and buy new. A motion to approve the new fiscal year budget as presented was made by Bob Lott and seconded by Dave King. All Aye. Motion carried unanimously.
- Radio loan amount payment of \$12,656.07 was agreed to proceed with voucher for payment.

PSAP UPDATE

- Quality Review is \$658.00 monthly. We would like to do ourselves. We attempted to host but no one else signed up for it. We think it is too expensive however, it is an outside entity that gives us reports. There will be a class offered in Springfield, Illinois, so we can become self sufficient. This will not be until January so we received a bill for next month's bill for \$256.00. Ben feels this is incorrect. John has paid \$648.00 for calls in the past on a 3 month period. Ben is just making us aware of this and wants us to know we will need to keep this up until training is complete so we may do our own review, reporting and auditing. The bill we owe at this time is for \$1,700.00. We will go month to month at this point. A motion to approve payment for the July 1 through September 15, 2019, was made by Dave King and seconded by Bob Lott. All aye. Motion carried unanimously.
- Air Conditioner is still ok but have not received second quote from Collins yet

- Jason had 2 employees quit but has hired 2 more. Training is going on and we have interviewed 10 in hopes of hiring 2 full time employees and 3 part time employees.
- Recorder has been installed with Jason and Ben trained.
- Generator was in silence mode from last maintenance but it has all been taken care of.

OLD BUSINESS

- Please see PSAP Update.

NEW BUSINESS

- EFD-EPD which will help ISO rating for Fire Department will have training at conference and Jason will check into this.
- We would like to suggest an increase in budget from \$10.00 an hour as the minimum wage increase will increase our budget on the dispatch share.
- Dispatch room is in need of renovation with flooring, cleaning, painting, and furniture.
- Pager checks/tornado sirens are being missed. We are trying to work on this with new software sending an email 30 minutes before they are due and it has helped.
- Mapping we have locked at 5 year maintenance at \$1,500.00 with no increase. The final quote is \$24,000.00 with Cushing. A motion to accept this quote and maintenance agreement was made by Dave King and seconded by Ron Cooley. All aye. Motion carried unanimously.

HEARING OF CITIZENS

- None.

SPECIAL COMMITTEES REPORT

- None

ADJOURN

- A motion to adjourn was made by Pat Rebbe and seconded by Ben Hollis. All aye. Motion carried unanimously.

The next regular meeting will be held on October 21, 2019, at 7:00 p.m. at the Menard County Courthouse.

Respectfully submitted,

Karen Boensel
Secretary/Board Member