

**MENARD COUNTY
EMERGENCY TELEPHONE SYSTEMS BOARD**

MEETING MINUTES

November 19, 2018

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

Members Present: John Balster, Jason Huffman, Karen Boensel, Ken Yocom, George Castles, Ben Hollis, Bob Lott.

Absent: Mike Burg, Pat Rebbe, Dave King, and Mike Chandler

Guest: Louie Rogers-EMS

BOARD MINUTES

- A motion to accept the consent agenda of the November 19, 2018, ETSB regular meeting was made by Bob Lott and seconded by Ken Yocom. All aye. Motion carried unanimously.
- A motion to accept the minutes of October 15, 2018, ETSB regular meeting was made by Ken Yocom and seconded by Bob Lott. All aye. Motion carried unanimously.
- A motion to accept the financial reports as presented was made by Ben Hollis and seconded by Ken Yocom. All aye. Motion carried unanimously..

911 COORDINATOR REPORT

- New laptop and new server is hard installed.
- John received an email on the O'Brien annexation. Dr. O'Brien as a new resident originally had a county address of National Avenue and it was gated off. We had addressed off of it on Centre Drive with the mailbox at the end of the lane carrying the address of 1025 Centre Drive. Dr. O'Brien went 50 yards north to go to his new residence and annexed it to the city south so the city would provide water. At that time Dr. O'Brien was to call it O'Brien Lane for the county side, however no sign was erected. It has come to our attention that this address should be 18665 Centre Drive.

Upon Board discussion it was decided to talk with the City of Petersburg and with Dr. O'Brien. It was suggested to meet with all the cities and villages to get them to agree all addressing should go through the county GIS Specialist Brian Hollenkamp. Jason Huffman stated by the year 2020 it will be required. He is putting a video presentation to inform the Board of all new requirements that will be state mandated.

PSAP UPDATE

- Jason Huffman stated 3 people have been hired and 2 of them have started. When the other one starts we will get all EMD trained, and Isabelle and Brad will be continuing education for certification.
- Server as stated above has been hard installed with the transfer handled after the holiday.
- We have been reviewing addresses and we are down to a 31% non compliant so we have improved.

- A Dispatcher meeting will be held in January.
- Jason is investigating vendors on a new mapping system and will bring to the Board when complete for a demonstration.
- Ben Hollis stated there are issues with the EMD training. We did the Pro QA on-line so the Pro QA representatives will be coming on site for a hands on training with an instructor and the project coordinator to answer any questions. This should improve our dispatch.

OLD BUSINESS

- Ben Hollis and his team will obtain a couple of vendor quotes on a new recorder as that is the final piece for updates and present it at the next meeting.
- Washington Street building has been painted by the City of Petersburg and placed a heater in it. We should be receiving a bill from them for the 50/50 split.

NEW BUSINESS

- None

HEARING OF CITIZENS

- Louie Rogers from EMS was discussing a call at 4 a.m. on Wiseman Lane. This lane takes you to 3 residences with no way to know which one needs medical assistance. The GPS shows nothing. Timberline Lane doe have GPS. Addresses incorrect can be a large liability on time spent to arrive and assist. A letter should be sent to all involved and we will review our requirements and ask for their attendance to a 911 meeting to discuss and make a decision.

SPECIAL COMMITTEES REPORT

- None

ADJOURN

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

The next regular meeting will be held on December 17, 2018, at 7:00 p.m. at the Menard County Courthouse.

Respectfully submitted,

Karen Boensel
Secretary/Board Member