

**MENARD COUNTY
EMERGENCY TELEPHONE SYSTEMS BOARD**

MEETING MINUTES

March 16, 2020

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

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

Absent: Daniel Schirding, Dave King

BOARD MINUTES

- A motion to accept the consent agenda of the March 16, 2020, 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 January 20, 2020, ETSB regular meeting was made by Ken Yocom and seconded by Jason Huffman. All aye. Motion carried unanimously.
- The February, 2020, meeting was cancelled.
- A motion to accept the financial reports for January and February as presented was made by Pat Rebbe and seconded by Bob Lott. All aye. Motion carried unanimously.

911 COORDINATOR REPORT

- Call Transfer for State reporting on how calls are transferred to another agency was discussed.
- Quick Reference Guide was reviewed. Dave will make corrections from new cards received, however, Jason and Ben are working with dispatch on how to direct calls so we will table for now.
- Problem with tone calling was discussed. Jason stated cancelled tone does not alert their pagers and they do need to clarify which channel on dispatch.
- Dispatch software fees are coming in. We will be sending second notices.
- Fire software needs was discussed.
- Copies of the Priority Dispatch 12 month audit were handed out. EDQ called out for good behavior on 25% of the call report. Audited 40 calls per month and feedback was good but with dispatcher turn around that does reflect on this. The National Q quote for 12 months is for the amount of \$8,840.00 for a random pick of 520 calls per year. Motion to accept this bid was made by Bob Lott and seconded by Jason Huffman. All aye. Motion carried unanimously.

PSAP UPDATE

- Dispatch meeting review was discussed and noted EMS was a no show.
- We received good feedback on the Q screening of corona virus patients.

- We had two conference calls with Memorial on this Pandemic. We are having responders meet outside of residence rather than inside. No cases at this time.
- We are being pro-active on staffing and supplies for virus prevention and cleaning.

OLD BUSINESS

- None

NEW BUSINESS

- Nominations for Chairperson, Vice Chairperson, and Secretary. A motion was made by Bob Lott for the following:

Chairperson: Mike Chandler
Vice Chairperson: Ken Yocom
Secretary: Karen Boensel

A second was made by Ron Cooley. All aye. Motion carried unanimously.

HEARING OF CITIZENS

- None.

SPECIAL COMMITTEES REPORT

- None

ADJOURN

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

The next regular meeting will be held on April 20, 2020, at 7:00 p.m. at the Menard County Courthouse.

Respectfully submitted,

Karen Boensel
Secretary/Board Member

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MEETING CANCELLED

April 20,2020

**MENARD COUNTY
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MEETING CANCELLED

May 18, 2020