

**EMERGENCY TELEPHONE SYSTEM BOARD AGENDA  
NORTHEAST LAKE COUNTY CONSOLIDATED ETSB  
REGULAR MEETING 02/12/2018  
10:00 AM, GURNEE VILLAGE HALL**

**Administrative**

Call to Order & Roll Call

Meeting called to order by Chairman Velkover at 10:00 am.

Present: Mann, Gosnell, Smith, Kavanagh, Troy, Lewis, Hood, Velkover

Absent: Dumyahn

Also attending are Village Administrator Muetz and Communications Supervisor Brunell.

**Approval of Meeting Minutes of the 12-11-2018 Regular Meeting**

Motion to approve as presented by Lewis, 2<sup>nd</sup> by Smith

Aye – All

Nay – None

Motion carried.

**Recognition of newly appointed member, Chief Brian Smith.**

Chairman Velkover formally welcomed Smith to the group and allowed him an opportunity to ask any questions and introduce himself.

**Correspondence and Communications**

**NG9-1-1 / Text to 9-1-1 / ESInet**

DRAFT 911 Data Information Strategic Plan PUBLIC

Homeland Security – Office of Emergency Communications – Cyber Risks to Next Generation 911

PSAPs Test NG911 Readiness & Get Resources – EfficientGov – 10/18/2018

APCO Official Requests Congressional NG 9-1-1 Support During Hearing – MCC - 12/17/2018

Georgia County Deploys Solacom E9-1-1 System – MCC – 1/20/2019

**9-1-1 Legislation, Rules, Funding, and Enforcement**

Latest 9-1-1 Fee Report Finds 10% of Funds Diverted from 9-1-1 – MCC – 12/20/2018

Velkover noted that Illinois did not divert 9-1-1 fees last year.

**Wireless 9-1-1 Location & MTLs**

FCC Phase II Location Requirement Changes DA-19-9A1 – 1/2/2019

CTIA, Carriers Ask FCC to Adopt Z-Axis 9-1-1 Indoor Location Metric – MCC – 1/22/2019

Ex Parte Presentation - Wireless 9-1-1 Location Accuracy – CTIA – 12/19/2018

**FirstNet & Wireless Carrier Services**

FirstNet Outlines New Operational Strategy at Board Meeting – MCC – 12/13/2018

## **Radio**

### **Emergency Alerting**

Integrated Public Alert & Warning System IPAWS - Course IS-247.A - FEMA Emergency Mgmt. Institute

Initial Nationwide Alert Testing Results Released – MCC – 12/26/2018

Velkover noted that there is an online FEMA course available for IPAWS.

## **Reports**

### **Treasurer's Report**

Period Ending January 31, 2019

Gosnell outlined total revenues of \$927,746.32. Total actual and pending were \$456,307.60 for an ending balance of \$1,008,224.81. Pre-transfer of those pending requests is a balance of \$1,057,229.00 which matches the bank statement. Gosnell also stated there are no longer any pending transfers to Zion and thanked Chief Lewis for his work on that.

Motion to approve as presented by Kavanagh, 2<sup>nd</sup> by Lewis

Aye – All

Nay – None

Motion carried.

### **Communications Statistics**

December 2018

January 2019

Brunell reported that the numbers are in the lull time, which means we are below 10,000 calls for service. Usually in the summers months we run between 12,000 and 13,000. During the cold snap all fire departments set a new record for calls for service.

### **Annual Filings**

Annual Financial Report (AFR)

Velkover noted that Gosnell and Brunell did significant work on the report. The State changed the form for that halfway through the process. Several iterations were done to get that submitted and Velkover has not received any notification that anything needs to be resubmitted. Copies are in the packet for reference.

Joint Jurisdictional Agreement Letters

Brunell worked on these and Velkover thanked him. Copies were placed in the packet for review.

### **9-1-1 Answering Equipment / Trunks / MSAG**

9-1-1 Network Costs – AT&T / Illinois State Police

AT&T bills are reviewed and remain steady with the amounts. It appears the State is paying those bills as the past due balance has been zeroed out.

Rapid SOS

A quote was requested and received from Central Square on a CAD integration for this product. Velkover gave a brief overview of how the product works to better locate cell phone locations. The quote was about \$15,000. There is also a “lite” version that is a no-cost option. This option is separate and is not integrated into CAD.

### **Illinois NG9-1-1 Implementation**

NG911 in Illinois Presentation – ISP & ILGISA

Velkover noted that GIS Coordinator Eric Venden attended and has been heavily involved in this. This is carrying forward not only for NG911 but also for the Lake County regional group.

Statewide 9-1-1 Advisory Board Annual Report to the Illinois General Assembly – March 1, 2018

Velkover advised that he will try and get a copy of the newest report when it is released.

FCC – Annual Collection of Information Related to the Collection and Use of 911 and E911 Fees – Illinois

Grant Notification and Applications - Uniform Notice for Funding Opportunity – Consolidation & NG9-1-1

Velkover noted he suggested to the Lake County group that they submit for the consulting costs but he does not believe that they will be moving forward with that.

### **CAD System**

Zuercher CAD Demonstration

This is part of the Central Square group. Velkover advised he was only able to attend part of this demonstration. Brunell advised it appeared to be user friendly and seems to do everything that we would be looking for it to do. With the CAD consolidation study out it is just another alternative. Velkover noted it seemed like a well-established company with a large user base of smaller agencies.

Lake County Regional Data Collection & Unified CAD Functional Requirements

Velkover thanked Wendy Mann and Molly Jones for their work to date on collecting data for the requirements data collection effort. This data is being compiled to help generate a joint CAD RFP.

### **Radio Systems**

Quad 1 & Gurnee Fire Radio System Implementation

We are waiting on ISI for weather conditions to change and their final proposal for the Beach Park Water tower work.

Zion Police Station Radio Gateway

The equipment was delivered to the station. A joint meeting needs to be set between Radicom and Chicago Communications to discuss installation location and cross connection.

### **PSAP Metropolitan Area Network**

Point to Point Microwave Network

Installation work is 90% complete at the Zion Police station and the Northwestern water tower. The ISI Locations are still pending at the Gurnee Police station and Beach Park water tower.

### **Lake County Regional Consolidation Committee**

DuPage County Facility Tours (ACDC & DU-COMM)

Chief Kavanagh advised the 2 groups are set up differently. DU-COMM is setup as an independent governmental entity where agencies pay into. ACDC is run by Addison and then agencies contract with them. Both facilities were built in the last 3 years and act as back-ups to each other. They built both centers large enough for either center to carry the full workload if needed. There is a single county wide ETSB. Each model has its advantage and disadvantages and Lake County is considering each in their study. Hood asked how the participant costs worked for each center. Velkover advised for DU-COMM they have an established formula in their by-laws. On the police side it factors in calls for service, number of officers and other factors. They cautioned against what they had done on the fire side and used equalized assessed value. For ACDC it is individually negotiated contracts for each agency.

### MCP Consulting Engagement & Site Visit

This is the consulting group that the County-wide group has hired. They came out last week and Velkover and Brunell walked them around and answered the questions they had. They are in the analyzing phase and working on a first draft document.

### Data Collection Efforts

Velkover advised Brunell sits on the committee for the County group and those efforts are underway. It gives a better look into all of the PSAPs in Lake County than we have seen before.

### **Business Items**

#### **Consideration of Reimbursement Request(s)**

Reimbursement Request 2019-04– Village of Gurnee – Dec 1 – Jan 31 - \$48,454.19

Reimbursement Request 2019-03– City of Zion – 01/31/19 - \$550.00

Gosnell highlighted that this will be the final for the fiscal year.

Motion to approve both as presented by Lewis, 2<sup>nd</sup> by Kavanagh

Roll call vote

Aye - Mann, Gosnell, Smith, Kavanagh, Troy, Lewis, Hood

Nay - None

Motion carried.

#### **Consideration of Proposals / Expenditures / Invoices / Bills**

DSS Corporation – Equature Logging Recorder Maintenance - \$7,460.00

Velkover noted this a 100% ETSB expense. He also noted that we did budget for continuing to maintain the Zion logging recorder.

Nationwide Power – UPS Battery Replacement - \$8,174.71 (shared cost)

This is a shared cost with Gurnee and John Petersen from the Gurnee PD got a competitive pricing on it and significantly less than in the past. This is the same company that has been doing ongoing maintenance.

Motion to approve both as presented by Troy, 2<sup>nd</sup> by Gosnell

Roll call vote  
Aye – Hood, Lewis, Troy, Kavanagh, Smith, Gosnell, Mann  
Nay – None  
Motion carried.

**Fiscal Year 2019-2020 Budget**  
Presentation & Discussion of Budget Proposal

Adoption of Budget for Fiscal Year 2019-2020

Velkover thanked the budget committee for their work in putting the budget together. Gosnell advised that they met several times informally and then presented a draft to Chairman Velkover for review. Several small changes were made. Highlighted is revenues of \$875,500.00. This is mostly the surcharge and we did not budget for any grant funding. On the expenditure side for Gurnee \$965,380.00 and Zion \$61,500.00. From the Gurnee side some specific items to note were \$38,710.00 is for a split cost 2<sup>nd</sup> generator back-up, \$45,000.00 for Next Gen 9-1-1 costs, money to outfit the shift leader office into a 7<sup>th</sup> dispatch position and continuing Quad 1 changes. The largest items are the accelerated replacement of Gurnee's MDC's. This was moved up in the projected timeline due to the in-car video replacement project and the current units being an all-in-one unit that are not able to be moved from Windows 7. The fund balance does allow for this project to be moved into the upcoming fiscal year. The final one is \$130,000.00 for electronic EMD, which would replace the manual card sets. On the Zion side there was increase in the amount allotted for professional services.

No further discussion was made in reference to the proposed budget and no additional items added.

Motion to approve the budget as presented by Mann, 2<sup>nd</sup> by Troy

Roll call vote

Aye - Mann, Gosnell, Smith, Kavanagh, Troy, Lewis, Hood  
Nay - None  
Motion carried, budget approved.

**Public Comment**

No public comments offered.

**Adjournment**

Motion to adjourn at 10:52 by Gosnell, 2<sup>nd</sup> by Mann

Aye – All  
Nay – None  
Motion carried, meeting adjourned.

**Upcoming Regular Scheduled Meeting(s):**  
**May 14, 2019 - 10:00am**