

**EMERGENCY TELEPHONE SYSTEM BOARD
MADISON COUNTY, IL**

**Minutes of E.T.S.B. Meeting
March 23, 2022**

BOARD MEMBERS IN ATTENDANCE

Joe Petrokovich	PSAP Manager, Wood River Police Department
Bob Coles	Police Chief, South Roxana Police Department
Ellar Duff	Citizen Member
Tom McRae	Elected Official
Scott Prange	Citizen Member
Ralph Well	Retired Glen Carbon Fire Chief

BOARD MEMBERS ABSENT

One vacant position

STAFF MEMBERS PRESENT

Dana Burris	911 Coordinator
Tonya Beasley	Training Coordinator
Jeff Haney	Public Safety IT Administrator, Sr.
George Perica	Addressing Specialist
Steven Werths	Public Safety IT Administrator
Ellen Rogers	Administrative Aide

OTHERS

Please see sign-in sheet.

Chairman Petrokovich opened the Emergency Telephone System Board meeting at 9:00 a.m. on March 23, 2022. Roll call was taken and present were Mr. Prange, Mr. McRae, Ms. Duff, Mr. Well, Mr. Coles and Chairman Petrokovich.

INTRODUCTION OF NEW ETSB MEMBER

Chairman Petrokovich introduced the new ETSB member, Chief Bob Coles. Mr. Coles stated he is the Police Chief/City Administrator for South Roxana and he has been with South Roxana for 25+ years.

MINUTES

Chairman Petrokovich asked for action on the February 23, 2022 minutes.

There was a motion by Ms. Duff to approve the minutes as presented. Mr. McRae seconded the motion. All voted Aye.

PUBLIC COMMENT

None.

CLAIMS/PURCHASE ORDER RECOMMENDATIONS

Chairman Petrokovich asked for a motion to approve the Claims/Purchase Order Recommendation Report.

There was a motion to approve the Claims/Purchase Order Recommendation Report by Mr. Coles. The motion was seconded by Mr. Prange. Roll call was taken and all voted Aye.

OLD BUSINESS

None.

COORDINATOR'S REPORT

Coordinator Burris asked for approval on the Resolution to renew the Tyler – New World annual CAD maintenance and PACE 05 training contract. The amount is \$183,151.57. There were questions and discussion. This amount includes the PACE 05 which was not included last year.

There was a motion by Mr. McRae to approve the Resolution to renew the Tyler – New World annual CAD maintenance and PACE training contract. The motion was seconded by Mr. Well. Roll call was taken and all voted Aye.

Coordinator Burris gave an update on the ATT project. The ATT technicians were supposed to be going to the PSAPs to start turning up and testing the circuits. However, there has been a delay because ATT is waiting for two additional circuits for the central offices. There were questions and discussion. It was noted that the delays with this project have been on the part of ATT.

CONSOLIDATION REPORT

Coordinator Burris reported that the Highland–Sheriff’s radio situation is still being worked out.

NEW BUSINESS

None.

EXECUTIVE SESSION

(Exception 5 ILCS 120/2 (c) 11 Pending litigation)

(Exception 5 ILCS 120/2 (c) 1 Personnel matter)

Chairman Petrokovich asked for action to go into Executive Session under Exceptions 5 ILCS 120/2 (c) 11 Pending litigation and Exception 5 ILCS 120/2 (c) 1 Personnel matter.

There was a motion by Mr. Coles to go into Executive Session. The motion was seconded by Mr. Well. Roll call was taken and all voted Aye.

The Board adjourned to Executive Session at 9:08 a.m. During Executive Session all left the room except Chairman Petrokovich, Mr. Prange, Mr. Coles, Ms. Duff, Mr. Well, Mr. McRae, Coordinator Burris and Attorney Heidi Eckert.

At 10:47 a.m. there was a motion to come out of Executive Session and return to regular session by Mr. Coles. The motion was seconded by Mr. McRae. Roll call was taken and all voted Aye.

The ETSB returned to regular session at 10:47 a.m.

Chairman Petrokovich asked for a motion to approve the revised Addressing Specialist job description.

There was a motion by Ms. Duff to approve the job description and submit Coordinator Burris’ audit to support the job description and ask the Personnel Department to review the audit consistent with the union contract. The motion was seconded by Mr. Coles. Mr. McRae asked to have the motion repeated. Ms. Duff stated her motion was for submitting the recommendation for the grade increase and

Coordinator Burris' audit will go with the justification as support for the increase. And also to ask the Personnel Department to either conduct an audit consistent with the union contract or accept Dana Burris' audit as presented, in order for the Personnel Department to either approve or not approve. Roll call was taken and all voted Aye.

There was discussion as to whether a second vote is needed in reference to the grade increase. It was discussed that the previous motion included that Dana Burris' audit will be submitted in support of the grade increase. Coordinator Burris added that a specific grade increase is included in her audit.

ADJOURNMENT

Chairman Petrokovich asked for a motion to adjourn.

There was a motion to adjourn by Mr. McRae. The motion was seconded by Mr. Coles. All voted Aye, with the meeting adjourning at 10:51 a.m.

THE NEXT ETSB MEETING IS:

April 27, 2022 – 9:00 a.m.

/esr