

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

**Minutes of E.T.S.B. Meeting
August 24, 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.
Rob Hursey	GIS Specialist
George Perica	Addressing Specialist
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 August 24, 2022. Roll call was taken and present were Mr. Prange, Mr. Well, Mr. McRae, Ms. Duff, Mr. Coles and Chairman Petrokovich. There is one vacant position.

MINUTES

Chairman Petrokovich asked for action on the July 27, 2022 minutes.

There was a motion by Ms. Duff to approve the minutes as presented. Mr. Coles seconded the motion. Roll call was taken and all voted Aye.

PUBLIC COMMENT

None.

CLAIMS/PURCHASE ORDER RECOMMENDATIONS

There was no Claims/Purchase Order Recommendation Report to be voted on this month.

OLD BUSINESS

Coordinator Burris reported that last month the ETSB approved the expenditure for Motorola Consolettes for the Highland/Sheriff PSAP consolidation project. However, it has been determined that Highland PD has already paid for the consolettes. When the ISP consolidation grant is applied for and approved the Highland PD will be reimbursed directly from the grant.

COORDINATOR'S REPORT

Coordinator Burris requested approval for the purchase of two Kenwood P25 Control Stations from Global Technical Systems for the Highland/Sheriff PSAP consolidation project. The cost is \$18,990.00 and would be a reimbursable expense for the future ISP 911 consolidation grant.

There was a motion by Mr. Coles to approve the purchase. The motion was seconded by Ms. Duff. Roll call was taken and all voted Aye.

Coordinator Burris requested travel approval for J. Haney and S. Werths to attend the New World User's Group meeting, October 11-12, 2022 in Elgin, IL. The cost for both is estimated at \$566.00. The travel has previously been approved by the County Administrator.

There was a motion by Mr. McRae to approve the travel and the motion was seconded by Mr. Prange. Roll call was taken and all voted Aye.

Coordinator Burris requested travel approval for T. Beasley and J. Haney to attend the IPSTA Conference, October 23-26, 2022 in Springfield, IL. The cost for both to attend is estimated at \$1,682.00. The travel has previously been approved by the County Administrator.

There was a motion to approve the travel by Mr. Well and the motion was seconded by Ms. Duff. Roll call was taken and all voted Aye.

CONSOLIDATION REPORT

Captain Becker from the Madison County Sheriff's Office, gave an update to the Highland/Sheriff's PSAP consolidation project, which took place on August 17, 2022. All systems are working as designed. There are still some details being worked out. There were questions and discussion.

In reference to the consolidation hearing with the Madison County Courts, Coordinator Burris reported that the ISP had until August 14, 2022 to file their reply. The ISP had requested an extension and they now have an extension to October 17, 2022.

NEW BUSINESS

Chris Bethel, Director of Madison County IT, reported that the IT Department has been focusing on IT security during the last year and have added a number of security items. They are now looking at a final anti-virus application piece. Mr. Bethel is inquiring if 911 would consider picking up some of the cost. He feels there would be significant CAD protection obtained from this. There were questions and discussion in reference to 911 funds and where they can be applied and how this would interface with current systems. The estimated cost is \$40,000.00 with an annual cost of \$10,000.00. Chairman Petrokovich asked that Mr. Bethel work with J. Haney to determine how the protections would work directly within 911 and CAD and bring this information back to the ETSB.

EXECUTIVE SESSION

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

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

There was a motion by Ms. Duff 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 9:18 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 County Administrator Dave Tanzyus. (HR Manager Andrew Esping and J. Haney joined portions of the meeting.)

At 10:11 a.m. Chairman Petrokovich asked for action to come out of Executive Session and return to regular session.

There was a motion to come out of Executive Session by Mr. Prange. The motion was seconded by Mr. McRae. Roll call was taken and all voted Aye.

Chairman Petrokovich asked for action to add language to the 911 Public Safety IT Administrator Senior position (a non-union position) to include the language “Assume all 911 Coordinator responsibilities in the absence of the 911 Coordinator.”

There was a motion to add language to the 911 Public Safety IT Administrator Senior position by Ms. Duff. The motion was seconded by Mr. McRae. Roll call was taken and all voted Aye.

In reference to the 911 Addressing Specialist job description that has been discussed at previous ETSB meetings, Chairman Petrokovich asked approval of the most current and correct job description. This job description adds responsibilities that were not in the previous description. The pay grade is 8.

There was a motion to approve changes to the 911 Addressing Specialist job description by Mr. Coles. The motion was seconded by Mr. Well. Roll call was taken. Mr. Prange, Mr. McRae, Mr. Coles, Mr. Well and Chairman Petrokovich voted Aye. Ms. Duff voted Nay. The motion passes.

ADJOURNMENT

Chairman Petrokovich asked for a motion to adjourn.

There was a motion to adjourn by Ms. Duff. The motion was seconded by Mr. Prange. All voted Aye, with the meeting adjourning at 10:13 a.m.

THE NEXT ETSB MEETING IS:

September 28, 2022 – 9:00 a.m.