

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Rockford Fire Headquarters – 204 S. 1st Street Rockford, IL
May 14, 2024

I. CALL TO ORDER

Meeting called to order at 9:03 a. m.

II. ROLL CALL

Present: Chair Michele Pankow, EJ Dilonardo, Dave Loria, Carla Redd, Shawn Connors, Gary Caruana, Joel Hallstrom, Mike McCommand, Marc Gasparini
Absent: Adam Truman and Todd Stockburger

Guest: Elizabeth Russell, Steve Schultz, Jennifer Fey, Sandy Stansell, Tyler Jones, Kirk Wilson, John Bergeron, James Hart, Ed Kuraz, John Girone, Mat Cordonnier, Tim O'Keefe

Minutes

Motion: Dave Loria made a motion to approve the minutes from April 9, 2024 and it was seconded by Joel Hallstrom. Motion carried.

Financial

Motion: Shawn Connors made a motion to accept and approve the financials. Motion was seconded by Mike McCommand. Motion carried.

New Business

April Call Volume and Answering Reports

Were reviewed with no comments

Central Square Invoices

John Girone reported that the first invoice in their packet in the amount of \$15,510 was for 3 positions at County 911 for dispatcher positions to have CAD auto dispatch functionality.

Motion: Shawn Connors made a motion to approve the purchase of the three positions. Carla Redd seconded the motion. Due to the amount of the purchase, Chair Michelle Pankow conducted a roll call vote as follows:

Caruana – yes; Hallstrom-yes; McCommand-yes; Gasparini-yes; Connors-yes; Redd-yes; Dilonardo-yes; Loria-yes and Pankow-yes.

The next invoice was for CAD auto dispatch in the amount of \$5,940. **Motion:** Joel Hallstrom made a motion to approve and Dave Loria seconded the motion. The motion carried by a unanimous vote.

The last Central Square Invoice was for the Field OPS Renewal/annual subscription. That amount was \$5,433.58. Carla Redd asked if there has been much of an increase in price. John Girone responded there has not, in fact the price has come down a bit. **Motion: Carla Redd made a motion to proceed with the annual renewal for Field Ops and Mike McCommond Seconded the motion. The motion carried with a unanimous vote.**

Pulse Point

John Girone informed the board of the annual subscription renewal for Pulse Point. The amount to renew is \$10,500 dollars. Girone reminded board members that this includes CPR app, alerting subscribers of the emergency along with the location.

Motion: Carl Redd made a motion that the ETSB approve the renewal of Pulse Point and Gary Caruana seconded the motion. A Roll Call Vote was conducted as follows: Caruana – yes; Hallstrom-yes; McCommond-yes; Gasparini-yes; Connors-yes; Redd-yes; Dilonardo-yes; Loria-yes and Pankow-yes. The vote was unanimous

JPS Equipment

John Girone informed the ETSB that Loves Park Fire Department requested two network switches that a) pertain to radio system and b) one would exist outside of the County PSAP, inside an independent building located on Mulford Rd. The amount requested for this equipment is \$6,500. A discussion ensued because the purchase of equipment did not fall in line with the ETSB's spending policies. Chair Michelle Pankow asked which part would not reside in the 911 Center. John Girone advised that one switch would be located in the 911 Center and the other at the remote location. Girone advised the board members that the ETSB has never approve this in the past, therefore he brought it in front of the ETSB because the purchase of these switches would set a practice. Marc Gasparini asked where the site was located. Mike McCommond advised that it was at the water tower located on Mulford.

Chief Hart advised that the City of Loves Park approved to pay part of the cost. Hart said there are communication issues from the tower site to the 911 Center. These switches would make it a direct link, which will solve some issues the department is having. Chief Hart said this is becoming a safety concern. While they hear each other in the field, there are times that the 911 Center is not hearing their traffic. Chief Hart said they did reach out to the State Administrator who said this was an allowable expense and that is why it was brought to the ETSB. **Motion: EJ Dilonardo made a motion to approve the purchase of the switches. The motion was seconded by Gary Caruana.** Discussions continued regarding this items before a vote. Carla Redd asked if there would be an annual expense for these switches. Tyler Jones advises it would be a one-time expense. Carla Redd asked when was the last time it was upgraded and Tyler responded with 1978. Carla Redd commented that this was a no brainer. Chair Pankow said just a point of understanding, she knows that it is an allowable purchase according to the state, however the ETSB has a spending policy in place and part of this purchase is in conflict with the policy. She stated that she is unsure how the ETSB wants to proceed with that. It would be the part that does not reside in the PSAP. Mike McCommond stated that the policy says no purchase of equipment elsewhere or outside the building. Chair Pankow said yes or that resides in Public Safety Vehicles or buildings. Joel Hallstrom advised that he would be comfortable in voting for this if we made it clear that it is owned by the

ETSB. It kind of goes with Station Alerting, said Hallstrom. Chair Michelle Pankow restated that it is in a Public Safety Building. Elizabeth Russell stated that the concern at the time when policy was made was that all the Departments would want their radio equipment and circuits funded by the ETSB. EJ Dilonardo then asked if he could change in motion. Shawn Connors advised Dilonardo that his motion could be rescinded. EJ then withdrew his previous motion and made a new Motion: to approve the purchase of the switches but the purchase will not create or set a precedence or create a past practice and all similar or like issues would need to come before the 911 Board. The motion was seconded by Shawn Connors. Motion carried by a unanimous vote. The discussion continued. Marc Gasparini asked if council was present. Chair Pankow advised that Attorney Kelly was not able to attend. Shawn Connors advised the Board that they could table it or do a motion to suspend the rules. Connors said we can suspend the rules and redo the motion. Motion: Gary Caruana made a motion to suspend the rules to move forward with the purchase. Shawn Connors seconded the motion. A roll call vote was taken as follows: Pankow-No; Hallstrom-Yes; Gasparini-No; Dilonardo-Yes; McCommond-Yes; Loria-Yes; Redd-No; Caruana-Yes; Connors-Yes. Motion passed to suspend the rules. Marc Gasparini commented that the board had a policy in place and asked if the motion would be violating the policy. Gasparini asked if the board should be amending the policy. Gasparini said that obviously there is a policy in place that says we aren't suppose to approve that purchase. Gasparini said that he was all for allocating the money for the antiquated system but then shouldn't the board amend the policy first. Chair Pankow advised Gasparini that the policy was the new policy. John Girone informed the ETSB that the State is currently redoing their spending policy and this purchase would not be an approved purchase next year. Before proceeding with the meeting, Chair Pankow asked if there were any more questions or discussions on this issue. Dave Loria asked if this would be self-limiting. Loria went on to say that he gets hung up on not setting past practice because it is setting past practice. John Girone advised that the current board's policy makes it self-limiting because it requires a discussion like today. Chair Pankow asked Tyler Jones if it is possible to

align this purchase with the spending policy. Marc Gasparini stated that he didn't have any issues with the purchase but he thought they should amend the motion to say that it was a one-time purchase not to be repeated. Carla Redd stated that this was already included in EJ's motion. Carla Redd asked how much of the \$6,500 will be contained to the PSAP versus how much is not. Chair Pankow asked board members if it was possible to have a motion to table this so that Tyler Jones could itemize out the costs to show what is in the PSAP and not in the PSAP. EJ Dilonardo asked where the cell routers were location. Elizabeth Russell advised that those are at the various fire stations. John Girone said these were not radio equipment. Tyler Jones said the switches are not specifically radio equipment, it is a connectivity between dispatch and repeater. Mike McCommond said he felt like the board was splitting hairs because this equipment is an extension of their police station.

EJ Dilonardo asked if they could just table the motion.

At this point Chief Hart asked if he could address the board. Hart stated that he understood why the board wants to table because of the discussion but he stated as Fire Chief this is a safety concern for his guys and that it has been for quite some time. Hart said they are waiting on Motorola for equipment, which is about 1 week away. He said this connection is a direct

link to the 911 Center that will solve their communication issues. Hart stated that he understands it is a legal issue but that he needed an answer today because of the safety concerns. **Motion: EJ Dilonardo then stated that he would let his motion stand. The motion was already seconded prior to the discussion. The ETSB voted and the motion passed by a unanimous vote.**

Old Business

RockCom/Mercy IGA

Chair Michele Pankow advised ETSB members that Attorney John Kelly was not able to attend the meeting. Pankow said the finally received a response from Mercy. Pankow said the ETSB's sub-committee has been working on this. Attorney Kelly will also review and work through it. Chair Pankow said the process has gone backward, from where it was originally. The timeline Mercy returned is now 8 years, so they came down a little. Pankow said they want to remove the without cause to terminate the contract. Pankow said there were indications that showed that Mercy doesn't have an understanding on who is going to pay what, as far as the phone vendor. Also a conflict with the statute and a number of things that need to be discussed. Pankow commented that she doesn't think board members would approve the contract in this current state. Pankow advised the board that there was a new Attorney at Mercy and that might be an issue. Also, the Solacom quote has expired. Shawn Connors asked if the State was ok with this. Chair Pankow said they are consistently keeping them updated. Mike McCommond advise the board that they changed Winnebago County to Northern Illinois. Also there was question as to according to Administrative Code, who would provide training. Chair Pankow reiterated that the big issues are the time frame and terminate without cause. (pages 18 & 19) Gary Caruana asked if they would get Attorney Kelly to review the document. Chair Pankow stated they will get Kelly to review and get the sub-committee back together. Marc Gasparini asked if there was a timeline to do this. Chair Pankow said the State is still pushing but it took Mercy 5 months to get this response back. Pankow suggested that a date be established today to review the draft and to getting a meeting set up with Mercy. Pankow told ETSB members that the sub-committee will work on this and bring something back to the full board for the next meeting.

Establishing License Purchasing Process

John Girone advised ETSB members that he will be meeting with Director Shulte from McHenry Co on Thursday to see what practices they use and he plans to talk with Will County as well.

Adjournment

Motion: Marc Gasparini made a motion to adjourn and it was seconded by Joel Hallstrom

Motion carried and meeting was adjourned. The next meeting is scheduled for Tuesday, June 11, 2024 at 9:00 a.m.