

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE BOARD
204 S. FIRST STREET, ROCKFORD, IL
July 9, 2019

I. CALL TO ORDER

Meeting was called to order at 9:00 a.m.

II. ROLL CALL

Present: Derek Bergsten, Rob Martin, Barb Berman, Joel Hallstrom, Dan O'Shea,
Don Carlson, Don Shoefflin, Todd Stockburger,
Absent: Gary Caruana, Adam Truman and Chuck Lynde
Guests: Leigh Sterrenberg, Thad Martin, Sandy Stansell, Dominic Storelli

III. APPROVAL OF MINUTES

Don Shoefflin made a motion to approve the June minutes. Motion was seconded by Todd Stockburger. Motion carried.

IV. FINANCIAL REPORT

Leigh Sterrenberg advised board members that the financial reports were sent over minutes prior to the start of the meeting and there was no time to print them for the meeting. Chairman Bergsten asked Leigh if she would make copies so that members could address them at this meeting. The documents included May and June financials. While Leigh printed the many documents, Chairman Bergsten advised board members that Thad Martin and Leigh Sterrenberg put together a capital plan which spreads over a 10–15 year period and included costs for equipment and projections for replacement and purchases in the future. Bergsten advised that this would serve as a forecast for 2021-2022. Also, a 4-month reserve budget has been established. Chairman Bergsten advised board members that surcharge money in the amount of \$900,000 should be received soon. Leigh Sterrenberg advised that the surcharge is expected by the end of the month. Board members were advised that Carla Paschal's last day would be August 2nd. Sandy Stansell stated that she had sent an email to Paschal a month or two prior, asking for information for the NG911 plan filing. Stansell stated that she hasn't received anything back and would resend the email and copy the Chairman on the email. Leigh Sterrenberg handed out the printed financial documents for May and June. After several minutes of review Dan O'Shea made a motion to approve the financials and Joel Hallstrom seconded the motion. Motion carried by a unanimous vote. Chairman Bergsten advised that by September they should have a new binder that contains policy lists and rules regarding attending meetings remotely. Dan O'Shea asked how the Voiance service was working. Leigh Sterrenberg advised that it had been running about \$200-\$250.00 per month and while there were a couple of charges that were questioned, they turned out to be valid charges. Chairman Bergsten asked Leigh Sterrenberg how long it takes to get an interpreter on the line. Sterrenberg advised that it is within 5 seconds. Sterrenberg advised that predominately the language is Spanish and if the initial Voiance interpreter has to transfer to another, at least they know enough until the other interpreter is on the call.

V. Old Business

CAD/RMS Update

No report. Glenn Trommels was attending a training class.

9-1-1 Non-Emergency Phone Line System – PBX

No report. Glenn Trommels was attending a training class.

Consolidation/MCP Update

No report. No member had news on the Consolidation Coalition.

NG 911 Update

Sandy Stansell reported to the Board that she and Leigh Sterrenberg met prior to the ETSB meeting to discuss installation. Stansell stated they discussed the need for moving Rockford and Winnebago up to first or second in line for installation. Stansell advised that the recent 911 phone failures and issues were reasons for the discussion. Stansell would be discussing this issue with NG911 Inc.

VI. New Business

June Call Volume and Call Answer Reports

Call volume reports were handed out to Board Members. Chairman Bergsten asked Thad Martin to provide an update on staffing. Thad Martin advised that they have 20 TC's. 8 started in training 3 to 4 weeks ago. One should be completing their training by mid-August. Martin said his staff should start seeing some relief. Chairman Bergsten advised that the City of Rockford approved 3 over their budgeted strength and they will have 8 in training class next month.

Budget Discussion

Chairman Bergsten advised board members that he would send out the spreadsheet for review to ensure that all items, equipment, etc. were included. Bergsten informed board members that last Friday they lost power (in the area) and they learned that the 911 Center's A/C was not hooked into the backup generator for the ops room. Rockford 911 will be bringing in someone to see if the backup generator could carry the additional load. The county 911 center would be checked as well. Bergsten said the outage occurred on one of the very hot days and personnel had to utilize the data center to cool down.

Adjournment

Don Carlson made a motion to adjourn and it was seconded by Todd Stockburger. The meeting was adjourned. The next 911 Board meeting will be held at Rockford Fire Headquarters on August 13, 2019 at 9:00 a.m.