

**MINUTES**  
**WINNEBAGO COUNTY EMERGENCY TELEPHONE BOARD**  
**204 S. FIRST STREET, ROCKFORD, IL**  
**November 12, 2019**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Present: Derek Bergsten, Joel Hallstrom, Chuck Lynde, Don Shoefflin  
Todd Stockburger, Gary Caruana, Don Carlson and Adam Truman

Absent: Barb Berman, Dan O'Shea

Guests: Leigh Sterrenberg, Thad Martin, Sandy Stansell, Steve Chapman, Glenn Trommels, Mark Karner and John Girone

**III. APPROVAL OF MINUTES**

Chuck Lynde made a motion to approve the October minutes. Motion was seconded by Gary Caruana. Motion carried by a unanimous vote.

**IV. FINANCIAL REPORT**

Prior to the approval of the financials Chairman Derek Bergsten asked Steve Chapman if he had anything to present. Chapman directed members to the newly formatted financial report and advised that this format would be used from this point forward. Chapman said the new report reflects what the previous year was and shows actuals for 2019. It also shows percentages and available budget. Chapman informed members that the City of Rockford was paid \$133,000 for roof repair. Don Shoefflin made a motion to approve the financials and Chuck Lynde seconded the motion. Motion carried by a unanimous vote.

**V. Old Business**

**Consolidation/MCP Update**

No report.

**NG 911 Update**

Sandy Stansell and Leigh Sterrenberg met with NINGA members in DeKalb on October 24<sup>th</sup> and were able to get Winnebago County moved up on the list from 6 place to 3<sup>rd</sup> for installation. Members were advised that DeKalb was first and would be the host site followed by Ogle County who utilizes DeKalb as their back up. Winnebago would be followed by Boone County.

**911 Adm Phone System Updates**

The installation of the adm phone system is awaiting the installation of the new equipment in March or April.

**CAD/RMS Update**

Glenn Trommels advised that they are pushing along on RMS but that piece is behind. The first invoice was issued for CAD for capital and maintenance costs but no maintenance has been charged because the vendor isn't charging yet. There is no maintenance charged for the first 3 years. Todd Stockburger asked about network issues at Winnebago. Stockburger advised that he has had conversations with Jeff White about the issue. Stockburger asked Trommels if there was anything he could do to assist. Trommels advised that he has reached out to all agencies on how to connect for those who don't have fiber. Trommels advised that there was a security weakness in the city software and they are working on getting it quickly updated. They will be pushing it through to the City

and County 911 Centers. Trommels said there are insurance policies in place for a breach on hardware. Trommels advised that he was working on scaling down the Motorola maintenance on the old system's contract to include a shorter length of time. It will be presented at the next board meeting.

### **911 Call Handling Agreement**

Chairman Derek Bergsten advised that the county agreed to extend the call handling contract for one more year. The agreement will be on next month's agenda. Bergsten asked if members got their audit reports back to Sikich.

## **VI. New Business**

### **October Call Volume and Call Answer Reports**

Call volume reports were handed out to Board Members. There were no comments about the reports. Thad Martin made an announcement that long time county 911 employee Sue Grenlund was retiring at the end of November. Martin said they were planning a party for Sue on November 29<sup>th</sup> at the county 911 Center. There will be a new class for Telecommunicators starting December 2<sup>nd</sup>. There will be 4 city and 3 or 4 county employees. City currently has 5 in training in the center and county has 4.

### **County Wide Alerting System**

Don Shoefflin reported that the alerting program would provide the opportunity for notifications sent out to rural fire departments prior to the ticket creation. Shoefflin asked if it would be possible for the 911 surcharge to absorb the costs of that part of the program and anything after that piece would be the responsibility of that agency. Shoefflin told members that part of the consolidation process was to research how to get the calls to the rural fire departments in a timelier manner.

### **Adjournment**

Don Carlson made a motion to adjourn. Todd Stockburger seconded the motion. Motion carried. The next ETSB meeting is scheduled for **November 12, 2019 at 9:00 a.m. at the Stockholm Inn.**