

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE BOARD
204 S. FIRST STREET, ROCKFORD, IL
May 12, 2020

I. CALL TO ORDER

Meeting was conducted via call conferencing due to state shelter in mandates. It called to order at 9:01 a.m.

II. ROLL CALL

Present: Derek Bergsten, Todd Stockburger, Gary Caruana, Don Shoefflin, Chuck Lynde, Adam Truman, Joel Hallstrom, Rob Martin and Dan O'Shea

Absent: Don Carlson

Guests: Thad Martin and Sandy Stansell

III. APPROVAL OF MINUTES

Motion: Don Shoefflin made a motion to approve the April minutes and Dan O'Shea seconded the motion. Motion Carried.

IV. FINANCIAL REPORT

Motion: Chuck Lynde made a motion to approve the March financials and Rob Martin seconded it. Motion carried. (note: February minutes were not attached to mailing-they are laid over until the June meeting.) Chairman Derek Bergsten asked Steve Chapman if the Board could get a financial forecast for the next meeting. Don Shoefflin requested that it also included what expenditures the Board has approved and/or planned. In addition, Steve Chapman advised that he would be sending a copy of the Sikich audit out to board members.

V. New Business

March 2020 Call Volume and Answering Reports

Todd Stockburger advised board members that there were some technical issues because of a mid-march power surge. Stockburger said that a piece of hardware was zapped and numbers cannot be recovered, so the numbers are skewed. After March 15 the problem was rectified. There were no further comments.

QA/QI

Todd Stockburger informed members that he has been working closely with Thad and Justin on this issue. Justin has done much research into these programs. Justin Anderson said that the current system being used, Word System is \$100K, which includes a redundant backup recorder, CAD screen capture interface with the current CAD and program reconstruct on call receipt and delivery. Anderson advised that the history of the call could be sent out in package. Anderson said the Word System product is the most robust QA/QI. Todd Stockburger said that they would investigate further, as to whether that was their best and final offer price.

Newly Appointed Board Member

Chairman Bergsten informed board members that Rob Martin was moved into the Vacated seat created by Barb Berman's resignation and Joe Corl was newly appointed by the County Board Chairman to fulfil Robert Martin's vacated spot. Chairman Bergsten advised members that the County Board Chairman was working on a replacement for Todd Stockburger.

VI. Old Business

NG911 Project

NG911 Project Manager was happy to report that the multi-page extensive 911 NG Modification Plan had been submitted to the state. Stansell advised that there would be a 20 consecutive day public posting for any interventions by outside sources. Stansell said that she did not expect any resistance since both DeKalb and Ogle's plans met with none and were approved. Stansell thanked Todd Stockburger and Thad Martin for their assistance with some of the needed information. Board Chairman Derek Bergsten thanked Sandy Stansell for her dedication and work on the project.

CAD/RMS Update

No report.

911 Manager Position

Chairman Derek Bergsten introduced the newly appointed 911 Manager Elizabeth Russell. Russell advised the board that she previously worked as the Analyst for Rockford Fire for the past 12 ½ years and is familiar with 911 and ops. Russell said she has CAD and station alerting knowledge as well. As far as station alerting, things are on hold. US Digital was due to be on site the second week in June installing servers at the county and city 911 centers.

911 Sikich Audit

Chairman Derek Bergsten advised that Sikich would be asked to provide a presentation for the June meeting.

AFR

Todd Stockburger advised that the 911 Annual Report was submitted on February 4 and a reply was received on a successful submission. Stockburger thanked Sandy Stansell and Steve Chapman for their help with the report. Chuck Lynde asked for a copy of the report.

VII. NEXT MEETING AND ADJOURNMENT

The next ETSB meeting is scheduled for **June 9, 2020 at 9:00 a.m. (Location – TBD)**

Adjournment

Before adjournment, Todd Stockburger thanked everyone for their support with TC week. Stockburger said the 911 personnel were very happy and thankful. Stockburger said there was a lot of community support as well.

Motion: Don O'Shea made a motion to adjourn. Joe Corl seconded the motion.

Motion carried.