

MINUTES
WINNEBAGO COUNTY EMERGENCY TELEPHONE BOARD
204 S. FIRST STREET, ROCKFORD, IL
July 14, 2020

I. CALL TO ORDER

Meeting was conducted at above location. Conference Bridge was available as well due to COVID. Meeting was called to order at 9:00 a.m.

II. ROLL CALL

Present: Derek Bergsten, Todd Stockburger, Don Shoevlin, Joel Hallstrom, Rob Martin, Joe Corl, Chuck Lynde and Dan O'Shea. Present via phone:

Adam Truman

Absent: Don Carlson, Gary Caruana

Guests: Thad Martin, Sandy Stansell, Steve Chapman, Glenn Trommels (phone), Mark Karner, Elizabeth Russell

III. APPROVAL OF MINUTES

Motion: Don Shoevlin made a motion to approve the June 9 and June 25 (special meeting) minutes and Dan O'Shea seconded the motion. Motion Carried.

IV. FINANCIAL REPORT

Todd Stockburger advised Steve Chapman that the ETSB would still be interested in a snapshot of the financials rather than the entire report. **Motion:** Dan O'Shea made a motion to approve the financials. Rob Martin seconded it. Motion carried.

V. New Business

June 2020 Call Volume and Answering Reports

Call volume reports for Rockford 911 were handed out to ETSB members. Thad Martin advised that due to their database server crashing, those stats were still unavailable.

QA/QI

Todd Stockburger advised that this was still a work in progress. There would be an update at the next meeting.

Station Alerting System – Statement of Work

Elizabeth Russell met with Steve Chapman to update records on cost. Rockton Fire has added their stations. Total Cost for FD's are \$1,369,626.85 and cost to the ETSB are \$991,011.58. Maintenance costs - \$67,205.85. Russell advised that 18 months after go-live the maintenance cost per each station per year will be \$1,841.13. Dan O'Shea advised that the PD is responsible for their monthly maintenance. Chairman Bergsten advised that a meeting will be set up with Patten to explain what each Fire Department needs. Joe Corl asked what the timeline would be. Russell advised that once the new CAD goes live then it would be 3-4 weeks within that time. Elizabeth Russell also advised that some departments would need a cellular device/modem, which is about \$30 dollars per month per department. The CR wireless device is a couple thousand per device. Don Shoevlin asked if Elizabeth Russell could provide a sheet of needed items including the costs.

VI. Old Business

NG911 Project

The ETSB voted to extend Sandy Stansell's contract as the NG911 Project Manager.

Motion: Dan O'Shea made a motion to extend Sandy Stansell's contract as Project Manager and Todd Stockburger seconded the motion. Motion carried by a unanimous vote. Stansell advised that DeKalb's installation has begun and things are moving along. Todd Stockburger advised Glenn Trommels that Solacom did not have a site document as of yet.

CAD/RMS Update

Glenn Trommels advised that he would be working on obtaining an email for a contact at Solacom to discuss the interface between CAD and the new phone system. Trommels stated that the go-live for CAD is still scheduled for August 18th. Todd Stockburger and Thad Martin were working on a plan for training beginning Monday. ANI/ALI interface is close for Rockford but struggling for Data feed for Winnebago. Regarding station alerting – from CAD perspective – in good position and ready. LEADS – still working on interface, it will be close. LEADS 2000 terminals will be available until interface is completed. Firehouse – interface is completed. Preplan – mostly done. Disaster Recovery – still not completed. Trommels also advised that there was a hiccup in CAD pre-production last week and it brought the system down. There were two files that were overwritten but have since been restored. They are investigating the cause.

911 Budget

Steve Chapman advised that 2 weeks ago he met with Chief Bergsten, Todd Stockburger and Elizabeth Russell regarding the 2020 & 2021 budget. Chapman handed out a document showing the budget highlights. One of the items was the 911 Business Manager position at \$46K. Other items included Motorola radio equipment and replacement of the police consolettes. Don Shoefflin asked that the budget lay over until the next meeting. All board members agreed. Chapman asked if the ETSB could approve the budget at the next ETSB meeting.

VII. NEXT MEETING AND ADJOURNMENT

The next ETSB meeting is scheduled for **August 11, 9:00 a.m. 204 S. 1st Street. Rockford Fire Dept. – 2nd floor.**

Adjournment

Motion: Dan O'Shea made a motion to adjourn followed by a second from Todd Stockburger. Motion carried.