

EMERGENCY TELEPHONE SYSTEM BOARD MEETING March 20, 2008

D.C. Art Weber, Chairman, called the McHenry County Emergency Telephone System Board to order March 20, 2008 at 9:00 AM at the Woodstock Police Department, Woodstock, IL for a regular meeting.

MEMBERS IN ATTENDANCE: Art Weber, Chairman, Sgt. Dick Johns Vice Chairman, Chief Ken Rydberg, Chief Jim Saletta, DC Dennis Harris, Captain David Shepherd, Sgt. Rich Solarz, Jim Molnar, John Shay, and Mike Vest.

MEMBERS ABSENT: Director Barry Valentine and Mark Kuhlman

STAFF IN ATTENDANCE: Tiki Carlson, Coordinator, Wileen Peterson, Robin Gibbs, Admin Specialists, Ryan Cypher, Technology Specialist.

VISITORS: Deb Palmsiano, CLPD; Pat McCarthy, Brian Knop, MCSO; Mary Christiansen, ALFPD; Deb Kempf, FRG PD.

ADDITIONS OR CORRECTIONS TO THE MINUTES: None

MOTION: by D.C. Harris, second by Captain Shepherd, to accept the February 21, 2008, minutes as presented. All members present voted AYE. Motion passed.

CORRESPONDENCE:

TREASURER REPORT: The Treasurer's report was submitted. Balance as of February 29, 2008, was \$3,015,505.53 in the General Account.

MOTION: by John Shay, second by Sgt. Solarz, to accept the Treasurer's Report as submitted and place on file for future audit. A roll call vote was taken. Members voting AYE: Harris, Johns, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

BILLS: Board members reviewed the bills.

MOTION: by John Shay, second by Captain Shepherd, to approve the 290001 expenditures in the amount of \$77,641.62, 290100 expenditures in the amount of \$413.00 for the month of March. A roll call vote was taken. Members voting AYE: Harris, Johns, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

COMMITTEE REPORTS:

FINANCIAL: We were notified CD's are coming due. The board was advised that the Treasurer's Office goes out to bid for the best rates. It was the desire of the board to roll them.

TECHNICAL: The Technical Committee met earlier this month, reviewed the GTG contract. It was requested to change the state from North Carolina to Illinois in the event of litigation.

Two requests were submitted by the staff. The first was to order 8 laptop computers to be used for CAD6, MDB, and Field Reporting training, and the second to order 4 monitors to be used with the new CAD6 servers. Both purchases will go through Central Purchasing for the best price.

MOTION: Jim Molnar, second by D.C. Harris, to purchase 8 laptop computers in an amount not to exceed \$17,500. A roll call vote was taken. Members voting AYE: Harris, Johns, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

MOTION: by Jim Molnar, second by D.C. Harris, to purchase a quantity of four (4) 20" monitors in an amount not to exceed \$1,600. A roll call vote was taken. Members voting AYE: Harris, Johns, Molnar, Rydberg, Saletta, Shepherd, Solarz, Shay, Vest, and Weber. Members voting NAY: none. Motion passed.

Lake in the Hills had requested to have access to the Field Reporting server. The request was denied at this time, and the committee offered several suggestions, including adding additional layers of approval, and/or include their Records division in the approval process as other agencies have.

PERSONNEL: Chief Rydberg advised the board there will be a committee meeting within the next few weeks. Any changes in pay will be retro back to December 1, 2007.

TRAINING: Wileen asked for all agencies to please turn in the forms required for EMD.

PSAP: It has been decided to not renew the contract with DCC for their Reverse Call Notification System. A 90 day notice is required.

GRANT WRITING: No Report

DISCUSSION:

INFORMATION ITEMS:

EXECUTIVE SESSION:

MOTION: by D.C. Harris, second by Captain Shepherd, to adjourn. All members present voted AYE. Motion passed.
Meeting adjourned at 9:25 AM

**The next meeting is Thursday April 17, 2008
9:00 AM at the Woodstock Police Department**

Coordinator's Report for March 20, 2008

HTE APPLICATIONS-

- ❖ We are still working with HTE on open logs with Field Reporting and MDB.
- ❖ The admin CAD6 group met with Mary Jevitt earlier this month to go over the new process. Our target GO LIVE week is May 5th – 6 weeks. We will be working with the TC's during the month of April to go over the CAD6 dispatch client. We will also be working with all the FD's and PD's to go over various lists to make sure we have everything in the system. Mary Christiansen has been working with the FD Response Plans.
- ❖ Various CAD issues have come up over the past few weeks. All we can ask is for your continued patience, and to let us know when you are experiencing problems. Most recently was the CAD system outage on late Tuesday afternoon. Please take the opportunity to talk to ALL of your TC's on how to proceed in the event of a CAD failure. When we notified agencies for the need to "punch cards", one TC had no idea what to do.
- ❖ New installations of MDB and Field Reporting may be delayed due to time and resource constraints. Please know we will be back on track when CAD6 is complete.

PSAP/911-

- ❖ Please remind your TC's to contact a member of the 911 office if they receive a call from Motorola, Plant, or the 911 resolution center indicating trouble has been found. Again, many times we are NOT aware of issues unless we are notified. The exception to this is if a 911 staff member has already been in contact with the PSAP and has advised them they should be expecting a call.

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NETWORK / VERIZON-

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CORRESPONDENCE-

MISCELLANEOUS INFORMATION-

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REMINDERS –

**When dispatchers or officers are experiencing a problem,
PLEASE do not wait a few days or even a few shifts to let us know.
The sooner we are aware of an issue, the sooner it can be resolved.**

If something doesn't "seem right" let us know, give us a call!!
