

**EMERGENCY TELEPHONE SYSTEM BOARD
MEETING FEBRUARY 20, 2003**

Chief Steve Kite, Chairman, called the McHenry County Emergency Telephone System Board to order on February 20, 2003, room C140 in the McHenry County Government Center, Woodstock at 9:02 A.M., for a regular meeting.

MEMBERS IN ATTENDANCE: Chief Kite, Chairman, Director Barry Valentine, Vice-Chairman, D.C. Art Weber, Chief Ken Rydberg, Captain Glenn Olson, Chief Ken Mrozek, Commander Phil Dammeir, D.C. Joe Hallman, Sgt. Dick Johns, Officer Bob Harper, Officer Jim Molnar, and Claire Kinter.

MEMBERS ABSENT: John Shay.

STAFF IN ATTENDANCE: Tiki Carlson, 911 Coordinator and Wileen Peterson, Admin Specialist

VISITORS: Mary Christiansen, ALG-LITH FPD; Sgt. Sanders, MCSO; Chief Ahrens, Crystal Lake Fire Department; Tom Treichler and Steven Bindler, Chicago Communication Service; Jeff Moynihan and Mary Clinkert, Motorola.

ADDITIONS OR CORRECTIONS TO THE MINUTES: NONE

MOTION: by D.C. Art Weber, second by Commander Phil Dammeir, to accept the minutes from the January 16, 2003, meeting. All members present voted AYE. Motion passed.

CORRESPONDENCE: Letter was read from Chief Walters, Huntley PD, requesting that the board address the issue of creating a new PSAP, to include equipment that would be provided by the ETSB. The technical committee will address this at the next meeting.

TREASURER REPORT: The Treasurer's report was submitted. Balance as of January 31, 2003, was \$2,103,221.70 in the General Account.

MOTION: by Captain Glenn Olson, second by Sgt. Dick Johns, to accept the Treasurer's Report as submitted and place on file for future audit. All members present voted AYE. Motion passed.

BILLS: Board members reviewed the bills.

MOTION: by Captain Glenn Olson, second by Commander Phil Dammeir, to pay the 290001 bills for the month of January in the amount of \$35,020.98. All members present voted AYE. Motion passed.

COMMITTEE REPORTS:

FINANCIAL: NONE

TECHNICAL: The committee is working on an RFP for Reverse Call Notification System. They will review this at the next committee meeting and will bring it back to the Board next regular meeting. RCC has presented the Board with another proposal for consulting purposes that would charge on an hourly rate. Committee will review this at the next committee meeting and bring something back to next regular meeting.

PERSONNEL: NONE

TRAINING: The training committee met at Woodstock PD on February 11th. Cindy Amore explained to the board that the laws regarding EMD have been passed and the Dispatchers need to offer pre-arrival instructions from the PowerPhone book, however, there is no enforcement at this point. NFPA recommendations for 2 dispatchers on were discussed. This is not law but is a national standard. The training committee will be looking at getting a standard wording for the offering of pre-arrival instructions.

An EMD class will be offered sometime in April/May. Discussion on what day might be better for covering shifts.

Motion to purchase EZ CAD program that would interface with the 911 Starz Simulator for \$495.00 was made by Sgt. Dick Johns, seconded by D.C. Art Weber. All members present voted AYE. Motion passed.

PSAP: McHenry Police Department is looking to remodel the dispatch area. Chicago Communications will be contacted for analysis before work begins. Commander Phil Dammeir made a motion to pay for an additional port that was added to Net Clock for the purpose of connecting an alarm panel up. Seconded by D.C. Art

Weber. Discussion followed and information regarding the original specifications would be looked up and brought back to next meeting. Commander Dammeir withdrew his motion. D.C. Art Weber withdrew his second. No Vote taken.

MAPPING: The centerline project was discussed with the figures available from GTG Looking Glass Company. The centerline project was tabled until further information would be obtained regarding possible other vendors for this project.

The need for a computer for map updating was brought up. Motion by D.C. Art Weber, second by Ofc. Bob Harper to purchase a computer capable of updating the map for \$1,961.72. A Roll Call Vote taken. All members present voted AYE. Motion passed.

DISCUSSION: Captain Glenn Olson brought up about the bylaws requiring the February election of officers. Ofc. Bob Harper moved to re-elect all existing officers. Captain Glenn Olson objected due to the fact that it was not posted on the agenda. Ofc. Bob Harper withdrew his motion. Re-election of officers was tabled to next meeting.

INFORMATION ITEMS: Jeff Moynihan, from Motorola, informed the Board that he was the new representative for McHenry County. Tom Treichler, from Chicago Communication Services, asked the Board if the technical committee meeting are open meetings. Board informed him, they are open meetings and he was welcome to attend.

EXECUTIVE SESSION: NONE

Adjournment was at 10:30 AM

**The next meeting is Thursday March 20, 2003
9:00 AM at McHenry County Government Center**

Coordinator's Report for February 20, 2003

CAD-

- ❖ The Map was installed at Harvard, Marengo, MCSO, Crystal Lake, Lake in the Hills, Algonquin, and Cary PSAP sites. The Mapping training was on February 6th for train the trainer. Everything went well.
- ❖ During Admin training on the map, questions about the Kane Co area and Lake Co area that are inside Huntley, Algonquin, and Lakemoor were brought up. Are we going to get a map for those areas?

PSAP/911-

- ❖ Woodstock PD experienced problems with one of their E911 phones. Chicago Com replaced a phone and NGLS-9 card.
- ❖ McHenry City was having trouble with E911 phone disconnecting when they put someone on hold. The phone was replaced.
- ❖ Cary PD was having problems putting someone on hold. Their phone was replaced.
- ❖ Algonquin PD had a backup switch break on a phone, and Cary PD had a loose phone cord wire. Chicago Com ordered two left panels for the phones to replace those.

WIRELESS-

- ❖ Any calls from cell phones coming in with record not found, the TC's should attempt to "Retry ALI". If record still displays record not found, we will need location of caller and cell company name. Please have the TC's send me a copy of the 911 printout on calls that generate the tower information when they "Retry ALI".

CORRESPONDENCE-

- ❖ Power Phone has sent us some trail disks for the EMD manuals in software form. These disks are for us to use for 30 days. After 30 days they no longer will function.

MISCELLANOUS INFORMATION –

None