

**McHenry County Emergency Telephone System Board Meeting Minutes  
July 20, 2023**

Chairman David Christensen called the McHenry County Emergency Telephone System Board to order July 20, 2023, at 9:00 AM at the Woodstock Police Department in Woodstock, IL for a regular meeting.

**MEMBERS IN ATTENDANCE:** Chief Tyson Bauman, Chief John Birk, Chairman David Christensen, Chief Pat Finlon, Chief Nathan Hayes, Brian Knop, DC Tom Kotlowski, DC Ryan Markham, DC Steve Spraker, and DC Amy Williams.

**MEMBERS ABSENT:** Pat Hughes, Jason Kern, and DC Ray Lanz

**STAFF IN ATTENDANCE:** Tiki Schulte, 9-1-1 Director and Randy Sinitean, Assistant Director

**GUESTS:** Jenny Synek, NERCOM; Jeremy Morris, MCSO; and Don Burr, SEECOM

**ADDITIONS OR CORRECTIONS TO THE MINUTES:** None

**MOTION:** by DC Williams, second by Chief Hayes, to accept the June 15, 2023, minutes as presented. All members present voted AYE. Members voting NAY: none. Motion passed.

**PUBLIC COMMENT:** None

**PRESENTATION:** None

**CORRESPONDENCE:** None

**TREASURER REPORT:** The Treasurer's Report for June 2023 was submitted. Balance as of June 30, 2023, was \$12,430,248.26 in the General Account.

**MOTION:** by Chief Hayes, second by Chief Finlon, to accept the June Treasurer's Reports as submitted and place on file for future audit. A roll call vote was taken. Members voting AYE: Bauman, Birk, Christensen, Finlon, Hayes, Knop, Kotlowski, Markham, Spraker, and Williams. Motion passed.

**BILLS:** Monthly bills for July were submitted.

**MOTION:** by Chief Birk, second by Chief Bauman, to approve the June 2900 expenditures in the amount of \$18,438.74 and the 2910 expenditures in the amount of \$37,655.04. A roll call vote was taken. Members voting AYE: Bauman, Birk, Christensen, Finlon, Hayes, Knop, Kotlowski, Markham, Spraker, and Williams. Motion passed.

**CONSENT AGENDA ITEMS:**

1. **Approval of FY2024 IP Projects**
2. **Approval of FY2024 Budget**
3. **Approval of Central Square Staff 6 Days On Site RMS/CAD Response Plan Training Quote (\$15,910)**
4. **Approval of MCSO RapidSOS Recording Quote (\$6,109)**
5. **Approval of McHenry County SAO Request for Agency Creation, CAD Access, and RMS Access**

Chief Birk asked to pull item 5 for additional discussion.

**MOTION:** by Chief Bauman, second by DC Spraker, to approve consent agenda items 1-4 as presented. A roll call vote was taken. Members voting AYE: Bauman, Birk, Christensen, Finlon, Hayes, Knop, Kotlowski, Markham, Spraker, and Williams. Motion passed.

Reference SAO access to CAD/RMS, Chief Birk wanted to be clear the SAO access to CAD/RMS will only be allowed for sworn SAO personnel.

**MOTION:** by Chief Birk, second by Chief Hayes, to approve McHenry County SAO Sworn Personnel Request for Agency Creation, CAD Access, and RMS Access. A roll call vote was taken. Members voting AYE: Bauman, Birk, Christensen, Finlon, Hayes, Knop, Kotlowski, Markham, Spraker, and Williams. Motion passed.

**COMMITTEE REPORTS:**

1. **FINANCIAL:** Budget and IP were just approved in the consent agenda; there were notable changes in the PSAP Reimbursement and Starcom21 Grant amounts; the policy for STC21 grant will be modified reference the calculation for distribution.
2. **TECHNICAL:** no report
3. **PERSONNEL:** Next month evaluations will begin and additional changes in staffing will be discussed.
4. **TRAINING:** ETSB staff system administrator training for CAD/RMS was approved in the consent agenda.
5. **PSAP:** no report

**OTHER ITEMS:** None

**EXECUTIVE SESSION:** None

**MOTION:** by Chief Finlon, second by DC Spraker to adjourn at 9:09AM. All members present voted AYE. Motion passed.

**The next meeting is Thursday, August 17, 2023**

**Woodstock Police Department**

**9:00 AM**