

**ST. CLAIR COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM
BOARD**

Minutes of the January 13, 2015 Meeting

In Attendance:

Board Members:

Sheriff Richard Watson, Chairman-via conference call
Mayor George Chance
Mr. Michael E. Sullivan
Chief Michael D. Floore, Sr.
Mr. Kevin Elbe

Absent:

Fire Chief Donald R. Feher
Ms. Carol Clark

Staff:

William Gamblin, 911 Director
Marty Bausano, 911 Deputy Director
Kevin Kaufhold, 911 ETSB Attorney
Mary Muskopf, 911 ETSB Secretary

Others In Attendance:

Daryl Ostendorf
Jim Cavins
Eric VanHook
Edwin Cockrell

Attorney Kevin Kaufhold stated there was a quorum of four members in the room who could allow Sheriff Richard Watson to attend the meeting via conference call since he was unable to physically attend due to a medical condition. A motion was made by Kevin Elbe and seconded by Michael Floore to allow Sheriff Watson to attend the meeting via conference call. The motion passed unanimously.

Sheriff Richard Watson called the meeting of the ETSB to order at 9:11a.m. on January 13, 2015 in the 9-1-1 ETSB Director's Office, 101 South 1st Street, Belleville, IL.

The meeting began with the Pledge of Allegiance.

Roll Call:

Richard Watson- present
Donald Feher- absent
George Chance - present
Michael Sullivan - present
Carol Clark- absent
Michael Floore - present
Kevin Elbe - present

Approval of Minutes - Sheriff Watson asked for approval of the minutes for the November 18, 2014 meeting. A motion was made by George Chance and seconded by Michael Sullivan to approve the minutes. The motion passed unanimously.

Attorney Report - Attorney Kevin Kaufhold stated he is currently working on revisions to the Metro contract to allow for changes made during the installation of the microwave system. He is also working on confidentiality matters under State and Federal law to remain compliant.

Report by Deputy Director:

Deputy Director Marty Bausano reported on some of staffs' accomplishments for 2014:

Outreach: 51 events/agencies helped (includes schools) 26,054 items distributed

Responded to 301 after hour calls for service concerning 9-1-1 ETSB calls.

Completed the address point project- 128,000 address points. (was bid at \$106,750 for outside contractor and we instead completed the project in-house).

Training Class hours instructed at our facility: 332

Addresses assigned: 315

Cell towers: 216 sites with 1277 sectors (all data and routing checked yearly as well as ongoing testing for any changes)

IDPH license applications filed for dispatchers: 21

IDPH license applications filed for PSAP license: 8 (five have been approved to date)

EMD certification tests provided and processed: 35

EMD 9-1-1 calls processed through our Quality Assurance/Improvement review: 520

9-1-1 CALL TOTALS:

PSAP	911 CALLS	SYSTEM %	AVG CALLS PER DAY	AVG CALLS PER HOUR
BELLEVILLE	26,788	14%	73	3.04
CAHOKIA	16,655	8%	45	1.87
CENCOM	60,412	31%	165	6.87
CENTREVILLE	9,240	4%	25	1.04

E. ST. LOUIS	53,780	28%	147	6.12
FAIRVIEW HTS	11,206	5%	30	1.25
O'FALLON	13,871	7%	38	1.58
SWANSEA	7,281	3%	20	0.83

80 percent wireless 20 percent wireline

Director's Report:

Items for Information:

80 Hours Now in Progress: Director William Gamblin reported the first of two 80 hour Telecommunicator courses began last week with a total of nineteen in the class. Upon completion of this course they will also attend a 24 hour EMD class.

Training Certificate Staff: Director Gamblin stated Randy Randolph received a completion certificate from FEMA's Center for Domestic Preparedness instructor training course to enhance his teaching skills. FEMA paid for everything but his wages.

NG911 Update: Director Gamblin reported the wiring and conduit work for all of the PSAPs has been completed with the exception of Belleville and East St. Louis which should be completed by the following week. AT&T crews are currently running fiber and placing backroom equipment at the PSAPs and should be finished by the last week of January. PSAP equipment is now being shipped to AT&T for configuration and testing. The March implementation is still on target.

Tower Update: Director Gamblin was advised the city of O'Fallon has signed an agreement for the use of their water tank; therefore we will not be building a new tower in that area. Also, we are still searching for property in the area of the current Kaskaskia tower in order to save on rental costs. He added that they are also negotiating with two potential tenants at the Barcom Tower.

Director Gamblin stated an agreement has been reached with the water tower preservation group and the State Historical Preservation Agency has removed its' objection to the Millstadt tower. Motorola is conducting soil samples and will begin putting in the footing and base of the tower which is currently being fabricated.

Items for Action:

Budget 2015: Director Gamblin requested the board's approval on the 2015 budget which was reduced by \$342,946 over the 2014 budget. He explained that the bond issue allowed us to reduce monies that had been budgeted for 9-1-1 equipment, towers, and other capital equipment expenses. The 2015 budget also contains an across the board pay increase for employees in the amount of 2%.

A motion was made by Michael Sullivan and seconded by Michael Floore to approve the 2015 Budget.

Roll Call Vote:

Richard Watson - aye

Donald Feher - absent from vote

George Chance - aye

Michael Sullivan - aye

Carol Clark - absent from vote

Michael Floore - aye

Kevin Elbe - abstained from voting

Contract - Pest Control: Director Gamblin requested the board's approval to renew the Foertsch pest control contract for the semi-annual spraying of the ETSB building for \$800 as well as the semi-annual spraying of the tower sites for \$4,900 per year.

A motion was made by Michael Sullivan and seconded by Kevin Elbe to approve the Foertsch pest control contracts totaling \$5,700 for the semi-annual spraying of the ETSB building and tower sites.

Roll Call Vote:

Richard Watson - aye

Donald Feher - absent from vote

George Chance - aye

Michael Sullivan - aye

Carol Clark - absent from vote

Michael Floore - aye

Kevin Elbe - aye

Contract NG911 Maintenance "old system": Director Gamblin led a discussion concerning the renewal of the NG911 maintenance agreement in the amount of \$59,595 for the old 9-1-1 system. He is currently negotiating a six month contract to cover maintenance on the current system until we are on the new system. He is also discussing month by month contract pricing and would like the board to approve an amended contract until the new system is functioning.

A motion was made by Michael Sullivan and seconded by Michael Floore to approve the renewal of the NG911 contract to be negotiated on a monthly basis for approximately six months to cover maintenance on the old 9-1-1 system until the new system is operating.

Roll Call Vote:

Richard Watson - aye

Donald Feher - absent from vote

George Chance - aye

Michael Sullivan - aye

Carol Clark - absent from vote

Michael Floore - aye
Kevin Elbe - aye

Audit Trail, Surcharge Report and Fund Summary -

A motion was made by Michael Floore and seconded by Kevin Elbe to approve the November and December 2014 Audit Trails. The motion passed unanimously.

A motion was made by Michael Sullivan and seconded by Michael Floore to approve the Surcharge Reports. The motion passed unanimously.

A motion was made by Michael Floore and seconded by Kevin Elbe to approve the October and November 2014 Fund Summaries. The motion passed unanimously.

Old Business: None

New Business:

Public Comments:

Executive Session: None

Other Issues: None

Adjournment -At 10:05 a.m. a motion to adjourn was made by Michael Floore and seconded by Michael Sullivan. Motion passed unanimously.

Respectfully Submitted,
Mary Muskopf

NEXT MEETING
February 10, 2015
9:00 a.m.
101 S. 1st Street
Belleville, IL 62220