

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

## **Minutes of the August 13, 2019 Meeting**

### **In Attendance:**

#### **Board Members:**

Sheriff Richard Watson, Chairman  
Former Fire Chief Donald Feher, Vice Chairman  
Former Mayor George Chance  
Mr. Kevin Elbe  
Police Chief Steven Brown  
Mr. Ken Easterley

#### **Absent:**

Mr. Michael Sullivan

#### **Staff:**

Herbert Simmons, 9-1-1 Executive Director  
Kevin Kaufhold, 9-1-1 ETSB Attorney  
Bryan Whitaker, Assistant EMA Director  
Randy Randolph, 9-1-1 Operations Manager  
Teresa Klucker, 9-1-1 ETSB Secretary

### **Others In Attendance:**

Sheriff Watson called the meeting of the ETSB to order at 9:00 a.m. on August 13, 2019 in the 9-1-1 ETSB Director's Office, 101 South 1<sup>st</sup> Street, Belleville, IL.

The meeting began with the Pledge of Allegiance.

#### **Roll Call:**

Richard Watson- present  
Donald Feher- present  
George Chance- present  
Michael Sullivan- absent  
Kevin Elbe- present  
Steven Brown- present  
Ken Easterley- present

### **Public Comments:**

**Approval of Minutes:** Sheriff Watson asked for approval of the minutes for the July 9, 2019 meeting. A motion was made by George Chance and seconded by Steven Brown to approve the minutes. The motion passed unanimously.

**Attorney Report:** Attorney Kevin Kaufhold reported that the Executive Director contract is ready to be voted on today.

**Director's Report:**

**Items for Information:**

**Motorola Project Update:** Director Simmons stated that Motorola continues to work toward the movement of equipment to the Emerson Park Metrolink Radio Tower. Our staff has met with the consulting firm twice in the past month and plans are moving forward.

**Monthly 9-1-1 Call Statistics:** Director Simmons referred to the monthly call statistics for the Board to review.

**PSAP Consolidation Update:** The Director informed the Board that there has been no movement on the Madison County 9-1-1 Consolidation Plan. The next meeting of the Statewide 9-1-1 Advisory Board is scheduled for August 19, 2019. The Statewide 9-1-1 Administrator sent out new drafts of the administrative rules. Staff reviewed the rules and submitted our concerns to our representative on the Statewide 9-1-1 Advisory Board and Attorney Kevin Kaufhold.

Director Simmons is consulting with Attorney Kevin Kaufhold on the possibility of charging a fee for address changes. The fee would help to recoup the cost of postage and personnel used to complete the changes.

**Items for Action:**

**Executive Director Contract:** Attorney Kevin Kaufhold has made the necessary revisions to the Executive Director Contract reviewed by the ETSB Board at the July 2019 meeting.

A motion was made by Don Feher and seconded by Steven Brown to approve the Executive Director Contract. The motion passed unanimously.

**Roll Call Vote:**

Richard Watson- yes

Donald Feher- yes

George Chance- yes

Michael Sullivan- absent

Kevin Elbe- yes

Steven Brown- yes

Ken Easterley- yes

Attorney Kevin Kaufhold informed the ETSB Board that he is actively monitoring the collection of dispatching fees for E. St. Louis. He will keep the Director and the Board updated on any new information.

**Audit Trail, Surcharge Report and Fund Summary:**

A motion was made by George Chance and seconded by Don Feher to approve the July 2019 Audit Trail and Surcharge Report and the June 2019 Fund Summary. The motion passed unanimously.

**Old Business:**

**New Business:**

**Executive Session:**

**Public Comments:**

**Adjournment:** Sheriff Watson asked for a motion to adjourn the meeting. At 9:14 a.m., a motion to adjourn was made by George Chance and seconded by Ken Easterley. The motion passed unanimously.

Respectfully Submitted,  
Teresa Klucker

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**NEXT MEETING**  
**Tuesday, September 10, 2019**  
**9:00 a.m.**  
**101 S. 1<sup>st</sup> Street**  
**Belleville, IL 62220**