

**Jersey County ETSB/E911 Meeting Minutes for
Tuesday, January 16, 2018**

Members Present: Mike Schlemer, Heidi Carter, Jim Wickenhauser, Brian Kanallakan, Michael Morgan, Steve Pohlman, Rob Hedger, Rhonda Wilson

Members Absent: Ron Floyd, Don Prather, Mike Wendle

Public Present: Andy Arthurs

Mike M. opened the meeting at 7:05 p.m.

Mike M. asked for approval of the November 21, 2017 Regular Meeting Minutes, the November 21, 2017 Executive Regular Meeting Minutes, the November 21, 2017 Personnel Committee Meeting Minutes, and the November 21, 2017 Executive Personnel Committee Meeting Minutes. A motion to approve said minutes was made by Jim and seconded by Brian.

Motion passed.

Comments or Concerns from the Public

None

Treasurer's Report

Each member was given two separate Monthly Budgetary Status Reports. First Report dated January 16, 2018 showed a fund balance of \$425,782.91 as of November 30, 2017 for the end of the 2016 – 2017 fiscal year. The second Report dated January 16, 2018 showed a fund balance of \$419,301.81 for the end of the first month of the 2017 – 2018 fiscal year. It was noted that at the beginning of each new fiscal year, our biggest expenses are the equipment maintenance agreement costs. Additionally, December began with three (3) pay periods, giving our 2017 – 2018 fiscal year a total of 27 pays for the year versus 26 pays given in the 2016 – 2017 fiscal year. The board accepted the Reports as they were presented.

Steve joined the meeting at 7:07 p.m.

Director's Report

Rob reminded the board members of the annual testing for the Open Meetings Act need to be taken by Mike M., Jim, Rhonda and himself.

Rob advised he received notification from the Jersey County Board chairman that Brian Kanallakan, Jim Wickenhauser and Heidi Carter were all reappointed to serve on the ETSB for another 3-year term.

Rob gave each board member two (2) written graphs/reports. The first report summarized the administration lines and the 9-1-1 calls received per station from January 1, 2017 through December 31, 2017. Additionally, it was reported a "talk" average on the length of each call and how long it took to answer each call. There were 7548 total 911

calls received for 2017 versus 8884 total 911 calls for 2016. The second report was a graph depicting the number of 911 calls received in 2016 versus 2017.

Committee Reports:

Finance Report

None

Personnel Report

None

Old Business

Discussion & Possible Action Re: Adoption of Clearinghouse Agreement with Survival Flight

Rob drafted the proposed Clearinghouse Agreement with Survival Flight. Survival Flight's legal counsel has approved the Agreement. Andy Arthurs has confirmed that Survival Flight will provide monthly reports to the ETSB as outlined in the agreement. A motion to adopt and accept the Clearinghouse Agreement as proposed with Survival Flight was made by Jim and seconded by Mike S.

Motion passed.

Discussion & Possible Action Re: Ratification of Intergovernmental Agreement with County

The Intergovernmental Agreement had previously been provided to the board members via email. Rob stated there had been a meeting between Mike Morgan, Jim Wickenhauser, Brian Kanallakan and Rob prior to the County's monthly board meeting outlining the parties' agreements. A motion to accept the Intergovernmental Agreement as outlined was made by Brian and seconded by Jim.

Motion passed.

Discussion & Possible Action Re: Agreement with MJM Electric for the Leasing of Space on the WaterCom Tower

Each board member was given a copy of the proposed M.J.M Antenna Tower Space Lease Agreement. Rob had State's Attorney Goetten review the proposed Agreement and he added language regarding possible interference involving MJM's equipment, which is the third paragraph on page 2. As to the termination clause, Rob suggested making it 60 days and not 120 as MJM has proposed. Some other issues to consider: (a) should interference become a problem, should there be a "grace period" implemented, (b) the rental fee of \$110 seems to be low, it had previously been discussed to charge \$1.50 to \$2.00 per foot, (c) should a specific "height limit" be established, and (d) should there be a trial period put in place to make sure their equipment doesn't interfere with our equipment before it can become final. Each member is to review the Agreement and let Rob know via email their concerns. Mike M. thinks MJM is on a UHF frequency and our equipment is on a VHF frequency. This matter will be reviewed at our next board

meeting as to what changes need to be put in place or made in order to protect 911's interests.

Discussion & Possible Action Re: Bi-Annual Review of Executive Session Meeting

All board members were given a letter dated January 12, 2018 from Rob listing dates from March 18, 2003 through November 21, 2017 and the reasons for the Executive Sessions along with his recommendation as to which minutes should or should not be released. Said letter is attached hereto and incorporated herein. A motion to accept Rob's recommendations as listed in said letter was made by Jim and seconded by Mike S.

Motion passed.

New Business

Discussion & Possible Action Re: Implementation of Text-to-911

Rob had done some research on possibly implementing the ability to receive texts into our 911 center. The texts are received through a web browser. Having this feature available to the public would add value to our system. Being able to text into 911 would be great for persons involved in acts of violence and those who have hearing and speech impairments. Currently, Greene, Calhoun, Morgan Counties, Illinois, and St. Charles County, Missouri have implemented Text-to-911. Madison County is now checking into implementing Text-to-911, but is not quite yet ready to go. Rob stated the implementing costs to be \$5,750, the breakdown as follows: (a) Start-up costs of \$1,250 and (b) entering into a 3 year contract with West Safety Services at a cost of \$1,500 per each year of the contract. Additional costs would be incurred for having the ability to text back. That initial cost would be about \$750 per year. Training the dispatchers is included in the costs.

Some concerns discussed – what about liability for having / not having or being able to respond / transfer calls to another county that doesn't have the Text-to-911 capabilities? How to market and get information out to the public? Rob suggested getting the word out to the public by (a) publishing in the local newspapers, (b) posting an announcement on our Facebook page, (c) handing out information at the Jersey Community Hospital annual Health Fair, (d) there is television or (e) by radio to name a few.

The members were polled and asked as to their opinion on possibly implementing Text-to-911:

Heidi – doesn't see anything negative about it

Brian – agreed with Heidi. He thinks it would be a "good deal"

Steve – feels we should move on it now – don't wait

Jim – go ahead and move on it now

Mike S. – sees this as a "good thing"

Rob will research and have all his "ducks in a row," by making sure to have everything ready and in place. Jim feels marketing needs to be in place and the

word needs to be put out to the public in order to make this work. Rob will have reports ready at each meeting for updating the board of our progress into this new project/method of communication and how it is being made available and presented to the public. He estimates an implementation period to be within 6 months.

A motion to approve the purchasing and implementation of Text-to-911, including any advance features needed for a cost up to \$7,900 for the said 3 year contract, was made by Mike S. and seconded by Heidi. Roll call votes were as follows: Mike S. – “yes,” Brian – “yes,” Steve – “yes,” Mike M. – “yes,” Heidi – “yes,” and Jim – “yes.” Number of “nays – none.”
Motion passed.

Miscellaneous

None

A motion to adjourn the regular business meeting was made by Jim and seconded by Brian.
Motion passed.

Meeting adjourned at 8:03 p.m.

Next Regular Meeting is scheduled for Tuesday, March 20, 2018.