

**Jersey County ETSB/E911 Meeting Minutes for
Tuesday, July 18, 2017**

Members Present: Don Prather, Jim Wickenhauser, Mike Morgan, Mike Wendle, Heidi Carter, Mike Schlemmer, Brian Kanallakan, Steve Pohlman, Rob Hedger, Rhonda Wilson

Members Absent: Ron Floyd

Public Present: None

Mike M. opened the meeting at 7:00 p.m.

Mike M. asked for approval of the May 16, 2017 Regular Meeting Minutes. A motion to approve said minutes was made by Don and seconded by Jim.

Motion passed.

Comments or Concerns from the Public

None

Treasurer's Report

Each member was given a copy of a Monthly Budgetary Status Report dated July 11, 2017 showing a current fund balance of \$330,500.01 as of June 30, 2017. No one had any questions or comments.

Director's Report

Rob gave each board member a written graph/report summarizing the 9-1-1 calls received per station for January 2017 through June 2017. He noted there being 114 fewer calls taken in June 2017 versus June 2016.

Rob explained the Emergency Telephone Systems Act originally had a sunset date of June 30, 2017. However, a veto overrode the Governor of the State of Illinois and said sunset date has now been removed. Additionally, the wireless funds went from being .87¢ per line to \$1.50 per line.

Committee Reports:

Finance Report

None

Personnel Report

None

Old Business

None

New Business

Discussion & Possible Action Re: Administrative Personnel, Health Insurance & Compensation

Rob brought to the board's attention the administrative personnel have in the past received the same benefits offered the Telecommunicators. Since the signing of the Telecommunicators new contract, the Telecommunicators now have to pay towards their insurance costs. Rob and Rhonda needed to know how the board would like to address the costs on their health insurance. Additionally, the Telecommunicators were given a sign-on bonus. Did the board want to give a bonus to Rob and Rhonda? After much discussion, the board agreed to keep all issues status quo regarding Rob's 3-year contract ending on 11/30/2019 and Rhonda's agreement ending on 11/30/2017. Neither will receive a bonus. The board would like to know what other Jersey County Administrators get in way of wages and/or insurance coverage/fees/costs. Jim will reach out to Don Little. Also need to check into the TCs' insurance costs.

Discussion & Possible Action Re: Bi-Annual Review of Executive Session Minutes through June 2017

All board members were given a letter dated July 5, 2017 from Rob listing dates from March 2003 through June 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 Don.

Motion passed.

Discussion & Possible Action Re: Telecommunicator Employment Arrangement & Future Agreements Re: PSAP & Emergency Telephone System Operations

With the 60/40 split having to be renegotiated at the end of this year regarding the Intergovernmental Agreement, Rob and Sheriff Wimmersberg have had discussions regarding the Telecommunicators possibly becoming the Sheriff's employees. Sheriff would like to discuss his concerns on possibly shifting the supervisory duties of the Telecommunicators. Rob feels any agreement should be between 9-1-1 and the Sheriff, not with the County. Neither Madison County nor St. Clair County 9-1-1 entities have an agreement with their respective county boards. Rob thinks we need to talk to State's Attorney Goetten. Let's look into the possibility of shifting control/employing the Telecommunicators, wherein there would be an agreement between 9-1-1 and the Sheriff's office. This issue needs to be referred to the Personnel Committee.

Steve Pohlman joins the meeting at 7:38 p.m.

Discussion of Initiation of the Strategic Planning Process

Mike Morgan handed out an outline pertaining to strategic planning. A copy of the outline is attached hereto and incorporated herein. He feels strategic planning is important and he would like to form a Strategic Planning Committee group comprised of 4 members from the ETSB and get other individuals from various emergency responders. Mike M. and Jim have discussed this matter and Jim has

agreed to provide leadership. Rob would like to follow the procedures as outlined in a book he purchased, which has a very detailed procedure as to each and every step that needs to be taken in the strategic planning process. Rob feels we need to go through this detailed process to get this matter started, and it needs to be the whole board involved not just a committee of 4 members and other individuals. The whole ETSB needs to decide what needs to be examined and then reach out to other entities/individuals. Mike M. feels as Chairman of the ETSB, he has the authority to form this committee and to go ahead with his agenda as outlined in his handout. Mike M. then asks each board member present how they feel about forming a strategic planning committee, and if they would be willing to make the time to serve on said committee. Their responses are as follows:

- Mike S. feels strategic planning is a good idea and he would be willing to be on the committee.
- Don feels it's important to strategic plan. He would be willing to be a part of the committee.
- Steve agrees it's important to strategically plan and is willing to participate, but thinks it should be done as Rob has proposed.
- Mike W. is in support of strategic planning, but he has time constraints which enables him to be a part of the committee.
- Brian feels the same as Mike W. in that he is in support of the planning process, but has time constraints as well.
- Heidi feels it's important and would like to help out if possible, but also has time constraints right now.

Jim and Rob will get together and discuss what to do and where to go from here.

Miscellaneous

None

Next Regular Meeting is scheduled for Tuesday, September 19, 2017.

A motion to adjourn the regular business meeting was made by Don and seconded by Jim.

Motion passed.

Meeting adjourned at 8:00 p.m.