

**EMERGENCY TELEPHONE SYSTEM BOARD AGENDA
NORTHEAST LAKE COUNTY CONSOLIDATED ETSB
REGULAR MEETING 12/12/2017
10:00 AM, GURNEE VILLAGE HALL**

Administrative

Call to order by Chairman Velkover at 10:00 am.

Present: Campbell, Dumyahn, Gosnell, Kavanagh, Lewis, Mann, Troy, Velkover
Absent: Hood

Also present was Gurnee Communications Supervisor Phil Brunell, Police Chief Kevin Woodside, and Gurnee Village Administrator Pat Muetz.

Approval of Meeting Minutes of the 10-17-2017 Regular Meeting

Velkover thanked Mann for completing the minutes and entertained any discussion, none was made.

Motion to approve by Lewis, 2nd by Gosnell

Yea – All
Nay – None
Motion carried

Approval of Meeting Schedule for 2018

There was no suggestions for changes in the schedule.

Motion to approve as presented by Mann, 2nd by Troy

Yea – All
Nay – None
Motion carried

Correspondence and Communications

2017 911 Network Diagrams and ISP Letter – AT&T – Nov 6, 2017

This included a diagram for the network and also an error rate, which are required for the annual regulatory filing. Velkover confirmed with Brunell that he would be taking care of the filing and also believes the financial filing will be synchronized with the same time period. Velkover asked Gosnell to make contact with the state to verify that we need to file or not this year.

E911 November Distribution down 55% - Michelle Binns – PFM – Dec 1, 2017

The past few surcharge distributions did not have a hold back for Consolidation Grants. July was \$49,000, August \$43,000, September \$45,000, September \$45,000 and October \$50,000. November appears to be reduced as it came in at \$35,000. The state pulled out dollars for distributing consolidation grant money, thereby reducing the amount coming back to the various JETSB's.

State of Illinois Next Generation 9-1-1 Feasibility Study – Mission Critical Partners – October 2017

The study was prescribed in the State process for Next Generation 9-1-1. It includes information on current environment, transition to NG 9-1-1, statutory & funding considerations, stakeholders, technology assessment and requirements, and operational considerations. It was broken down into 3 phases:

- Phase 1: Feasibility study and procurement recommendation
- Phase 2: Development of a Request for Proposal (RFP) for an NG 9-1-1 system network provider, assistance with contract negotiations and technical discussions with the prospective provider.
- Phase 3: NG 9-1-1 system network implementation oversight and system acceptance testing.

FCC Approves Privacy, Security Plan for 9-1-1 Indoor Location Database – MCC - Nov 15, 2017

Describes the efforts to locate callers inside buildings using private network infrastructure such as WiFi and Bluetooth.

PSAPs Move Ahead with Next-Generation 911 as Carriers Lag - Adam Stone - GovTech – June 28, 2017

References better call overflow options with NG 9-1-1 and how someone might be able to handle a specific incident and share it with other PSAP's to get more call takers to handle.

Mason-Oceana 9-1-1 Case Study – Motorola Solutions

Velkover noted it would be interesting to know what they paid for their engagement with Motorola.

Gatlinburg Deploys New Alerting System Following 2016 Fires – MCC – Oct 18, 2017

Includes the use of AM radio to supplement the dissemination of information. It was noted that locally, Lake County Passage uses an AM channel to help disseminate traffic and construction information.

Unication's G5 Dual Band P25 Voice Pager – MCC – Oct 24, 2017

It appears this vendor has entered the arena of trunk radio system paging. Appears to be an interesting potential option with area fire agencies use/potential use of Starcom 21.

Reports

Treasurer's Report

Period Ending November 30, 2017

Gosnell went over the report and highlighted the total revenues at \$879,680.63, which includes 5 different surcharge payments, our first consolidation grant payment for a total of \$316,559.00 and Gurnee's remaining ETSB funds at a total of \$340,063.74. The 3rd and 4th columns were added and break down pending reimbursement requests for Gurnee and Zion. On the report in the Gurnee column is an amount of \$364,410.24 for consideration later in the meeting. The balance in the checking account is \$879,680.63. Velkover commented that the addition of the 2 columns showing Gurnee and Zion requests was a good way to make it easier to understand.

Motion to approve the report as presented by Kavanagh, 2nd by Campbell

Aye – All
Nay – None
Motion carried

Communications Statistics

October 2017 & November 2017

Brunell highlighted several stats, advising they are averaging about 10,000 CAD events are created every month. They are processing roughly 12,000 calls for service per month. Also he has worked on a call volume study, which has revealed the busy times for July through September were 10:00 am to 10:00 pm and between the hours of 4:00 pm and 6:00 pm are the peak times. Velkover noted the average hold and talk times were a good addition and it will be interesting to see what they look like when we get more data. Brunell advised the only statistic they are having difficulty with is the LEADS report. They generally run about a month behind, so its hard to get the numbers into the report. The numbers generally do not vary a lot.

Gurnee - Zion ETSB and PSAP Consolidation

Regarding the Executed Shared Zip Code Agreement for 60031 & 60099, Velkover stated the State acknowledged receipt of the agreement.

2017 Consolidation Grant

Consolidation Grant Performance Report through October 31, 2017
Consolidation Grant Performance Report through November 30, 2017

Everything that has been submitted so far has money has been received back. Velkover asked what the total percentage back is of the total and Gosnell advised it is 57% of the total. No further discussion was made.

9-1-1 Answering Equipment & Trunks

Regarding 9-1-1 Network Costs – AT&T / Illinois State Police, the State continues to send us the bills to review. There were no real changes on them.

Regarding the ongoing Call Volume Study, there has been no update from AT&T to date. Brunell will follow up with them as it was supposed to go through Thanksgiving.

CAD System

Expenditure Request for Software Feature - PSSI Mobile ICIS In-FormAFR

This is for the Zion Mobiles and was identified as something that was lost for them due to consolidation and should be considered a consolidation cost. The cost for the proposal is \$23,150.00. Velkover solicited any comments from the board. Kavanagh asked Dumyahn about the maintenance costs past the initial cost and if Zion could pay that portion in future budget years. Dumyahn advised that was possible.

Velkover recommended that his be considered for approval later in the meeting.

Expenditure Request for Software Feature - Attachments through Message Switch

Mann advised this is to allow the MDC's for both Gurnee and Zion to be able to attach LEADS query returns to CAD calls, which is currently only able to be done by communications operators. This would alleviate the double-duty that is being done by communications and streamline the process, freeing up communications attention to other things. Velkover asked on the timing of this and Mann advised the sooner we could get this implemented, the better. This will be brought up later in the meeting for approval.

Mobile Data Computers (MDCs)

Operational Status of Zion Units

Some work was done with Mann assisting Help Key in getting some issues resolved with the help of Troy providing details. Troy advised that upon his return from being off there have been no new reports of any issues. Discussion was made about the in vehicle routers and how to move forward on those for all agencies. Dumyahh advised that they will need to buy mobiles fairly quickly. They have been buying less expensive off the shelf laptops and they are breaking. They need to look into something more rugged and will also need to be able to run the upcoming Axon in-car camera system. Some discussion was made about incorporating those into the new budget year if possible to wait that long.

Supplemental MDC training for Zion Police

This was completed prior to the last meeting and Velkover asked Dumyahh his opinion on effectiveness. He advised this was helpful and has curbed some of the complaining from officers.

Radio Systems

Quad 1 & Gurnee Fire Radio System Design

Radio Channel Multiplexer

Revised proposals/quotes have been received for both above items. The multiplexer proposal from Chicago Communications is at \$46,781.60 (down from \$77,000.00 in the initial proposal. The simulcast proposal came in at \$155,160.13. Neither of these are fully vetted at this point but gives us solid information to consider these items into the budget and operational points we are looking for. It was asked if numbers for these were put into the grant and Velkover advised there was but believed it was less than \$100,000.00 for both. This has been and will continue to be an evolving process.

PSAP Metropolitan Area Network

Comcast MetroE Facilities

Velkover advised there has been no bill credit seen in the last two bills received, as it related to the day long outage experienced during the summer.

Point to Point Microwave Network

The proposal from Current Technologies looks to be in order. The next step is to determine the structural capabilities of the ring on the Beach Park water tower. This will be worked backward from the installer, to the architect to the engineer. Velkover did get wind load calculations for the items that we placed on the tower as part of that. Also, some photos/videos were acquired of the current configuration of the Beach Park Water Tower.

Lake County Emergency Telephone System Board (ETSB) Consolidation Study

No reported contact with the group since the last meeting. Muetz advised he could reach out to them. Velkover entertained some discussion about possibly moving our backup relationship from Gurnee/Waukegan to Gurnee/Lake County ETSB if they move forward with building out one of their new centers. This could tie into their microwave ring, would allow sufficient space to accommodate multiple operators in a backup role. This is a concept only at this time and meant to get conversation going/continuing with the Lake County group.

Business Items

Adoption of FY 2018 Budget Proposal

Gosnell highlighted several areas of the proposed budget, including surcharge anticipated to increase by approximately \$60,000.00, with \$223,027.19 received to date. The draft budget includes full receipt of the consolidation grant, totaling \$554,167.00, with \$316,559.00 received to date. The draft budget further includes a transfer of the remaining funds from Gurnee totaling \$282,802.00 and \$10,000.00 from Zion, with the actual being \$340,063.74 from Gurnee. A \$150,000.00 reserve is included for future capital. The balance in the fund remains positive throughout the forecast period and also includes build-up of the capital reserves. \$23,150.00 and \$7,500.00 will need to be added to the budget for the PSSI items, it will be rounded to \$31,000.00 to accommodate this in the budget. Velkover also brought forward changing the line item for Radio System Equipment, which is currently at

\$80,000.00, to \$210,000.00. Kavanagh suggested we start at \$100,000.00 which is in-line with the grant reimbursement amount. It was agreed to move that number to \$100,000.00. Kavanagh also suggested amending the transfer amount from Gurnee which came in higher. Gosnell advised he would update that as well.

Motion to approve as amended by Lewis, 2nd by Dumyahn

Roll Call Vote:

Yea – Campbell, Gosnell, Kavanagh, Lewis, Troy, Dumyahn, Mann

Nay – None

Motion carried

Consideration of Reimbursement Request 2018-01– Village of Gurnee – May 1 – Nov 30, 2017

Gosnell highlighted the request is in the previously described standard format and is a total of \$364,410.24. This reflects a change of -\$1,037.76 due to a duplicate line item being put in at that amount. The request included a summary and detail of the reimbursement items. Velkover entertained a discussion and none was had.

Motion to approve as presented by Kavanagh, 2nd by Troy

Roll Call Vote:

Yea - Campbell, Gosnell, Kavanagh, Lewis, Troy, Dumyahn, Mann

Nay- None

Motion carried.

Consideration of Proposals / Expenditures / Invoices / Bills

Velkover entertained approving in advance the purchase of the PSSI Mobile ICIS In-form proposal at \$23,150.00 and the PSSI NCIC/LEADS Attachments through Message Switch Proposal at \$7,500.00. Also included was a quote for wireless headsets with a total of \$1747.42. This is a refresh of existing/surplus equipment.

Motion to approve authorization of all items for purchase by Kavanagh, 2nd by Campbell

Roll Call Vote:

Yea - Mann, Dumyahn, Troy, Lewis, Kavanagh, Gosnell, Campbell

Nay- None

Motion carried.

Designation of FY 2019 Budget Committee

Motion to keep the 2019 committee at Kavanagh, Lewis and Gosnell.

Motion by Dumyahn, 2nd by Campbell

Yea – All

Nay – None

Motion carried.

Public Comment

Chief Woodside stated he supports exploring the backup center being with the consolidated center through the Lake County ETSB if it comes to be.

Adjournment

Motion to adjourn at 10:53 am by Mann, 2nd by Gosnell

Aye – All

Nay - None

Motion carried.

Upcoming Regular Scheduled Meetings (Subject to Approval):

February 13, 2018 10:00am

April 10, 2018 10:00am