

**MINUTES OF THE NORTHEAST LAKE COUNTY CONSOLIDATED ETSB
REGULAR MEETING 02/13/2018 10:00 AM,
GURNEE VILLAGE HALL**

Administrative

Call to order by Chairman Velkover at 10:00 am

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

Also present Village Administrator Pat Muetz and Communications Supervisor Phil Brunell

Approval of Meeting Minutes of the 12-12-2017 Regular Meeting

Motion to approve as presented by Lewis, 2nd Troy

Aye - All
No – None
Motion carried.

Notice of Requirement for Open Meetings Act Electronic Training for Appointed Officials

Chairman Velkover indicated that all previous members of the Gurnee ETSB should have already completed this training based on appointments and reiterated that this would need to be completed within 90 days for those that are newly appointed and have not completed it. Chief Lewis advised Zion members have completed it and asked if copies of the certificates need to be forwarded. Chairman Velkover advised to forward those on to Secretary Mann.

Correspondence and Communications

Illinois FirstNet Quarterly Newsletter – Issue 10 – January 2018

Illinois has opted-in and there is voluntary participation by agencies, no requirement to participate. The ETSB currently does not pay for Wireless Broadband charges.

How Illinois is Addressing the T-Band Conundrum – Mission Critical Communications – Jan 23, 2018

The article references 4 options for this. The #4 option is Starcom 21. It also opens questions on further legislative action.

NetMotion Touts Public-Safety Software Adoption - Mission Critical Communications – Jan 24, 2018

This software is used by each of the agencies of the JETSB and the article sites they have over 500,000 users nationwide and some different stats on law enforcement adoption.

Motorola Solutions Reports Fourth-Quarter Full-Year Financials - Mission Critical Communications – Feb 2, 2018

Maricopa Region Upgrades 9-1-1 Equipment with Solacom – Mission Critical Communications – Feb 6, 2018

Noted that they chose Solacom equipment, which is what Lake County ETSB installed as their solution. Solacom was a runner up during our last selection process.

APCO Highlights NG 9-1-1 Interoperability - Mission Critical Communications – Feb 2, 2018

FCC's Pai Requests Joint Work on 9-1-1 Best Practices, Mission Critical Communications – Jan 17, 2018

Report NG 9-1-1 Makes Progress in 2017 - Mission Critical Communications – Jan 19, 2018

2017 National 911 Progress Report – U.S. Department of Transportation – Nov 2017

Reports

Treasurer's Report

Period Ending January 31, 2018

Gosnell highlighted areas of the report including revenues of \$955,957.20, total expenditures \$364,410.24. A pending reimbursement to Gurnee of \$23,381.80 leaving a balance of \$591,546.96. Also included is a bank statement.

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

Aye – All
Nay – None
Motion carried

Communications Statistics

December 2017

January 2018

Phil Brunell was asked to highlight the information. Chairman Velkover mentioned that the new format of information is helpful and condenses the information.

Gurnee - Zion ETSB and PSAP Consolidation

Close out Submittals & Fund Balance Transfer

Velkover confirmed with Gosnell an ending balance from Zion and a number of expenses that will go into the first reimbursement request. There was some question as to whether or not the reimbursement should be deducted out of the transfer. Discussion was to do the transfer, add the number, process the reimbursement as a separate number and keep the report clean and easy to read. This was agreed upon by the board as well.

2017 Consolidation Grant

Velkover noted we have some 9-1-1 trunk card and console installation costs from Chicago Communications that we can submit and have already been paid out on our end. The outstanding items are the microwave link, the radio gateway changes at Zion PD and the Quad 1 radio changes will constitute the majority of the remainder. We are at 58% paid out at this time.

Uniform Notice for Funding Opportunity (NOFO) NG 9-1-1 (18-493-NG9-1-1E) \$6,500,000

This is the first time the Statewide 9-1-1 Administrators office has done this for Next Generation 9-1-1. They allocated this as part of the grant money for the year overall.

9-1-1 Answering Equipment & Trunks

9-1-1 Network Costs – AT&T / Illinois State Police

Velkover noted there were no significant changes from previous months.

Call Volume Study

Velkover asked Brunell if there was any new information from AT&T since December. Brunell has advised there has not been but did state we should figure out if we want to combine wireline and wireless trunks. Velkover stated currently we have 4 wireline and 4 wireless trunks. AT&T and the State are suggesting they be combined into general use trunks. Velkover's concern with this, is how would we track wireline versus wireless and how important is it track that information. He asked if there was any opinion on that and his recommendation is that if they want to combine them that is fine. But if they want us to reduce the total number of trunks then we should revisit it. There was no further discussion from the board.

CAD System

Software Feature Addition - PSSI Mobile ICIS In-Form AFR

Software Feature Addition - Attachments through Message Switch

Both were discussed by Velkover and Mann. Mann advised PSSI is in the process of getting training together for Zion PD on the In-Form portion of the mobile software. Mann advised that on the attachments upgrade that testing would begin tomorrow with PSSI on that.

Radio Systems

Quad 1 & Gurnee Fire Radio System Design & Zion Police Station Radio Gateway

Velkover advised there was a productive meeting the past Tuesday and asked Troy if he wanted to provide more detailed information. Troy summarized that we were previously looking at a simulcast solution to cover the area. They have moved away from that as essentially a frequency became available to them. They will be using the same input channel with different private line tones. This will allow the units to use different private line tones and therefore use the transmitter closer to where they are. This will allow for overlap of units on a single system for dispatch. It will have multiple fail overs in place and cost overall will be less than a simulcast system. Velkover also noted they asked Chicago Communications to update a quote for the gateway for the Zion Police Station.

PSAP Metropolitan Area Network

Point to Point Microwave Network

Velkover advised they have ISI engaged for the structural plans analysis of the Beach Park Water tower. This includes adding (2) 2 ft microwave dishes and (1) 20 ft VHF dipole antennae. The dipole antennae ties back to the Quad 1 radio and the dishes completes the circle for the redundancy for the Comcast link. We have some consolidation grant dollars to move with this. We also have an intergovernmental agreement to work out with Beach Park. Chief Kavanagh from Gurnee FD has been in contact with them about that.

Lake County Emergency Telephone System Board (ETSB) Consolidation Study

Lake County Request for Participants

This has progressed to the point where they are looking for commitments of participation. Velkover advised Muetz has attended a number of meetings. In the beginning of January a letter was sent out to communities on participation and requesting monetary amounts of \$30,000.00 that would be used to hire a project manager. Muetz reached out to the Assistant County Administrator to ask if this money needed to be \$30,000.00 from each community or if it could come from a JETSB. The initial response was \$30,000.00 from each community. His response was that if this was the case he didn't believe there would be very many participating. They advised that would be run back up the chain for discussion.

Muetz recommendation was to consider the JETSB get in on the ground floor and help shape the way this goes as opposed to getting on board later and costing more. Velkover agreed and recommended the JETSB participate at this time. Dumyahn asked what the benefit would be of having a seat at the table when we have already entered into a fairly expensive partnership already. Velkover stated one of the ideas that has been discussed was if the county looked at a county wide CAD and records management system. Also our backup arrangement with Waukegan right now is less feasible due to the amount of personnel that both centers have working at any time. The county project could possibly be the designated backup for everyone and would be far cheaper than trying to take on something on our own.

Velkover and Muetz both advised that there is no requirement to participate after this initial phase but based on other joint agreements/ventures it was beneficial to be involved from the start and have say in how it is set up. Mann asked if there was only one seat per municipality. Muetz advised there will be multiple boards set up so we could have representatives from both Gurnee and Zion if that was the desire. There will be a consolidation committee and an operations committee. Woodside asked if there was any operational impact on the \$30,000.00. Gosnell advised that there would not be with the current financial forecast, especially since this is a one-time payment. They want to know by March 9th what municipalities are interested in committing. This is up later in the agenda for consideration for approval.

Budget Committee Report

Chief Lewis and Gosnell advised that the committee met and put together a budget proposal. Gosnell advised the most help they currently needed was on the Zion Police side. He asked that Dumyahn take a look at the items on the draft budget and add anything. Velkover advised he did get several items from Deputy Chief Henderson. Any proposed changes would need to be made soon as the final budget would need to be approved at the next meeting. There was some discussion about MDC's and mobile routers. Velkover outlined that an initial discussion of MDC replacements and routers would be:

Fiscal year 18-19 -10 Zion PD MDC's and routers. 14 routers only on the Gurnee PD and FD side.

Fiscal year 19-20 -14 Gurnee PD MDC's and routers. 10 Zion PD MDC's and routers.

Fiscal year 20-21 -14 Gurnee PD MDC's. 8 Zion Fire MDC's

Fiscal year 21-22 -14 Gurnee Fire MDC's

The 4 year budgeted cost would be \$454,000.00 (Zion \$180,000.00, Gurnee \$274,000.00)

Velkover thanked the budget committee for all their work on the budget proposal.

Business Items

Consideration of Reimbursement Request 2018-02– Village of Gurnee – Dec 1, 2017 – January 31, 2018

Motion to approve as presented by Lewis, 2nd by Woodside

Roll call vote:

Aye-Dumyahn, Gosnell, Lewis, Mann, Troy, Woodside

Nay-None

Motion carried.

Consideration of Proposals / Expenditures / Invoices / Bills

Wireless Router Equipment – Zion Fire - \$984.00 (Advanced approval)
Logging Recorder Maintenance, 1 Year – Gurnee PSAP - \$7,460.00 (Post approval)
Netclock Maintenance, 3 Years – Gurnee PSAP - \$2,970.00 (Advanced approval)
Current Technologies – 11GHz Microwave Project Quotation - \$90,106.50 (Advanced approval)
Kelso-Burnett - UPS and ATS Purchase and Upgrade - \$81,250.00 (Advanced approval)
Kelso-Burnett - UPS Capacitor Replacement - \$7,500.00 Cost split with Gurnee Police Budget (Advanced approval)

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

Roll call vote:
Aye-Woodside, Troy, Mann, Lewis, Gosnell, Dumyahn
Nay- None
Motion carried.

Consideration of Resolution 2018-01 Pledging Support and a Financial Commitment of \$30,000 to Lake County, Illinois Related to Continued Research of Countywide 911 Consolidation

Motion to approve as presented by Gosnell , 2nd by Lewis

Roll call vote:
Aye-Dumyahn, Gosnell, Lewis, Mann, Troy, Woodside
Nay-None
Motion carried

Consideration of FY 2018-2019 Budget Proposal

Velkover brought up a few items that were not previously discussed and asked the board to think about the items prior to the next meeting so the budget can be finalized. He asked Chicago Communications for a quote for a console and 9-1-1 answering position to put in the shift leader office. There was previously one in there prior to remodeling of the center. Maintenance for the Zion logging recorder, which he would like to see stay in place for redundancy. The cost would be covered 100% by the JETSB. A proposed number for Radicom for the maintenance of the equipment at Zion Police department. Money for the maintenance of the UPS at the Zion Police Department. Velkover entertained any discussion on other items that were not brought up yet. The finalized budget will be presented and voted on in the next meeting.

Public Comment

None

Adjournment

Motion to adjourn at 10:44 am by Gosnell, 2nd by Troy

Aye- All
Nay- None
Motion carried, meeting adjourned.

Upcoming Regular Scheduled Meetings:

April 10, 2018 10:00am
June 12, 2018 10:00am