

**MINUTES OF THE NORTHEAST LAKE COUNTY
CONSOLIDATED ETSB REGULAR MEETING
02/11/2020 10:00 AM, GURNEE VILLAGE HALL**

Administrative

Call to Order & Roll Call

Chairman Velkover called the meeting to order at 10:00 am.

Present: Mann, Gosnell, Kavanagh, Smith, Garner, Lewis, Henderson, Velkover

Absent: Troy

Also present was Village Administrator Pat Muetz and Communications Supervisor Phil Brunell

Approval of Meeting Minutes of the 11/12/2019 Regular Meeting

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

Aye-All

Nay-None

Motion carried

Acknowledgement of Gurnee Trustee Greg Garner's appointment to the Emergency Telephone System Board

Velkover welcomed Garner to the board and provided a copy of the board bylaws.

Correspondence and Communications

9-1-1 Agreements, Legislation, Rules, Funding, and Enforcement

9-1-1 Call Handling Agreement Intent to Maintain all Agreements - Waukegan ETSB – 1/1/2020 FCC Proposes Designating 988 Dialing Code for Suicide Hotline

NG9-1-1 / Text to 9-1-1 / ESInet

APCO Releases Sample RFP for NG 9-1-1 Procurements – MCC – 1/31/2020

National 911 Program - Profile Database Progress Report 2019

Wireless 9-1-1 Location & MTLs

APCO Highlights 9-1-1 Indoor Location Accuracy Concerns Ahead of FCC Vote - MCC – 11/21/2019

FCC Adopts 3-Meter Metric to Locate 9-1-1 Calls from Multistory Buildings - MCC – 11/22/2019

FCC Public Notice DA 19-1236 - Rules Implementing Karis Law & Section 506 Baums Act – 12/5/2019

Computer Aided Dispatch (CAD) & Associated Applications

South Carolina 9-1-1 Center Moves CAD Software to the Cloud - MCC – 1/9/2020

Oakland Deploys Cloud-Based Backup CAD System - MCC – 1/14/2020

FirstNet & Wireless Carrier Services

FirstNet's MCPTT Launch Pushed Back to 2020 75% of Band 14 Rolled Out - MCC – 12/3/2019

Radio

Pai Asks Congress to Repeal T-Band Mandate, Suspends License Renewals - MCC – 12/2/2019

Emergency Alerting & Response

FCC Public Notice DA 19-1244 - Initial Findings Regarding Nationwide EAS Test – 12/9/2019

Amid Disasters California Upgrades Emergency Sirens - San Francisco Chronicle – 1/2/2020

Emergency Medical Dispatch (EMD)

Other

ATIS - SOP for Updating PSAP Outage Contact Info - 11-21-2019

MCP Buys Black & Veatch's Public-Safety Consulting Division - MCC - 1-8-2020

Reports

Treasurer's Report

Period Ending January 31, 2020

Gosnell highlighted total revenues of \$607,437.01 and a payment came in February 1st from 9-1-1 surcharge leaving the revenues actually at \$688,511.00. We are currently at 75% of the surcharge for the year. Total expenditures \$440,994.53. The ending fund balance currently at \$1,319,920.02, which matches the bank statement.

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

Aye-All

Nay-None

Motion carried

Communications Statistics

November 2019, December 2019, Calendar Year 2019, January 2020

Brunell highlighted the report is slightly different in format. In highlighting the 2019 year end statistics, the overall total CAD events were down 2.9%. Fire calls were up about 5.1% with Gurnee being up about 1000 CAD events from the year prior. Total calls processed were up 1.63 %.

9-1-1 Answering Equipment / Trunks / MSAG

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

No significant changes were noted upon review.

Statewide 9-1-1 Administrator's Office

2019 Annual Financial Report (AFR)

Velkover thanked Gosnell and Brunell for working on the filing. It was filed after 2 attempts and accepted by the State.

Illinois NG9-1-1 Implementation

Velkover went through the minutes for the State 9-1-1 Advisory Board. They have an RFP for equipment that they rejected and they are rebidding that. That is due back February 10th. Their GIS work statewide is progressing nicely. Lake County appears to be leading the state in the data collection effort.

Emergency Medical Dispatch (EMD)

Priority Dispatch Pro QA Medical Software Project

Velkover asked Brunell to update the status of the project. The installation was completed and he advised they went live on January 28th, 2020. There is a final training session being completed today. ProQA has begun the EMD review and it has come back very positive so far. ProQA advised we are the highest compliance score agency they have ever had and Brunell attributed this to Shift Leader Wendy Mann for her work and organization on this project. Henderson asked if Gurnee was doing any public education on the questions being asked of callers. Brunell advised there was a press release and social media posting completed. It was requested if this information could be shared with Zion PD so they can do the same.

CAD System

Tritech ProQA Paramount Interface EMD

This was completed and the system went live on January 28th. Mann advised that during this update PSSI also provided us the RapidSOS CAD integration to better map 9-1-1 calls.

Radio Systems

Consolidated Quad 1 & Gurnee Fire Radio System Implementation – 2 Year Equipment Plan

Progress continues on the project. Beach Park Fire station 1 site is fully integrated in. The remaining sites are Zion Station 1, Winthrop Harbor Public Works. There were some equipment needs that were identified so a plan was created for any long term needs. Information was included in the packet on the proposal.

Zion Police UHF System Operation / Starcom 21 Field Testing

Brunell and Henderson have been working on this project. Brunell advised that a planned testing will be completed this week with Starcom cache radios. Henderson is pursuing some grant money to defer the cost of purchasing radio equipment.

PSAP Metropolitan Area Network

There have been no reported issues and good up time.

Facilities

Communications Center - Liebert Condenser Replacement

Preventative Maintenance Report- Nationwide - Powerware UPS & Battery Annual PM. – 01/09/2020

Preventative Maintenance Report – Altorfer - CAT 480KW Generator – 01/22/2020

Velkover thanked Support Services Director John Petersen for his work on these.

Lake County Regional Consolidation Committee

Final Regional 9-1-1 Consortium Concept of Operations and Implementation Plan

Update on Lake County CAD/RMS/JMS Consultant RFP

A copy of the report was included in the packet. An upcoming informational meeting will be this upcoming Thursday to go over the report and complete a question/answer session.

Budget Committee Report – Proposed Fiscal Year 2020-2021 Budget

Velkover Gosnell, Lewis, Kavanagh and Brunell all collaborated on this project. Gosnell highlighted revenues of \$895,000.00 vs \$875,000.00 last year. The difference is we are earning more interest. The 9-1-1 surcharge was left flat just to be conservative with that number. On the expenditures side, for total expenditures of \$734,907.35. The Gurnee side \$539,830.00. A majority of the largest line items are maintenance agreements. In the Emergency Backup line item there is a 3rd backup for the communications center that is a 50/50 split with the JETSB and Communications budgets. The first annual maintenance for the ProQA software is now budgeted for. Under radio systems equipment there is \$45,000.00, at least \$23,000.00 will need to be added to accommodate the Knowles Rd water tower radio site that was presented earlier. A motion can be made under business items to add this in. Under maintenance for BlackBoard Connect needs to be increased from \$5000.00 to \$6000.00 based on the latest quote, which can also be added in during the motion. There is \$100,000.00 in for Starcom radios. 3 MDC's are budgeted for as well as for cameras at the fire department. Henderson advised that updated quotes were received for the Starcom radios due to the original ones quoted not being up the needed standards. Gosnell advised that \$10,000.00 will be added to that during the motion as well. At the end of the year we are projected to end with a surplus of \$160,000.00.

Business Items

Consideration of Reimbursement Request(s)

Reimbursement Request 2020-03– Village of Gurnee – Nov 1, 2019 - Jan 31, 2020- \$165,759.32

Gosnell highlighted items half of the condenser replacement, routers for the MDCS and the other half of the ProQA installation payment.

Motion to approve by Kavanagh, 2nd by Lewis

Roll call vote:

Aye-Mann, Gosnell, Smith, Garner, Lewis, Henderson

Nay-None

Motion carried

Reimbursement Request 2020-03– City of Zion – 11/1/19 - 1/31/20- \$13,895.75

Gosnell advised the majority of this cost is the MDC units.

Motion to approve by Smith, 2nd by Garner

Roll call vote:

Aye-Henderson, Lewis, Garner, Smith, Kavanagh, Gosnell, Mann

Nay-None

Motion carried

Consideration of Expenditures / Invoices / Bills

Order 112-1814250-3712269 – Amazon – Radio Antenna Jumpers

PO 20200198 – CDS Office Technologies – Sierra MG90 Mobile Router, Antennas, Maintenance

Motion to approve by Lewis, 2nd by Kavanagh

Roll call vote:

Aye-Mann, Gosnell, Kavanagh, Smith, Garner, Lewis, Henderson

Nay-None

Motion carried

Adoption of Fiscal Year 2020-2021 Budget

Motion to approve as amended with the addition of \$23,000.00 for fire radios for Gurnee, the addition of \$1000.00 for BlackBoard Connect and the addition of \$10,000.00 for Starcom radios for Zion PD, by Gosnell, 2nd by Kavanagh

Roll call vote:

Aye-Henderson, Lewis, Garner, Smith, Kavanagh, Gosnell, Mann

Nay-None

Motion carried

Purchase Approval - Fire Radio Consolidation Equipment, Codan VHF Rx & UHF Tx/Rx Link - \$7,036.88

Motion to approve by Smith, 2nd by Garner

Roll call vote:

Aye- Mann, Gosnell, Kavanagh, Smith, Garner, Lewis, Henderson

Nay- None

Motion carried

Consideration of ProQA Protocol Tablets for EMD - Licensed Backup Protocol Tablets- 1,214.00

This is used in place of the physical flip cards as a backup and are no longer going to be supported or updated.

Motion to approve by Mann, 2nd by Gosnell

Roll call vote:

Aye-Henderson, Lewis, Garner, Smith, Kavanagh, Gosnell, Mann

Nay-None

Motion carried

Public Comment

None

Adjournment

Motion to adjourn at 11:00 by Garner, 2nd by Lewis

Aye-All

Nay-None

Motion carried, meeting adjourned.