

Christian/Shelby County Emergency Telephone Systems Board

December 12th, 2016

Members Present: Korey Bailey, Bruce Kettelkamp, Sean McQueen, Frank Mulholland, Craig Corzine, Jared Rowcliffe, Mickie Ehrhardt – 911 Admin.

Members Absent: Dave Herpstreith, Andy Goodall, Rob McCall

Call to Order

Meeting was called to order at 5:35 pm at the Pana Police Department by Jared Rowcliffe, Secretary due to Chairman and Vice-Chairman absences. Roll call conducted, quorum was present.

Approval of Minutes

Motion to approve minutes from the October 10th meeting by Sheriff Kettelkamp seconded by Frank Mulholland. Motion Carries.

Financial Report

911 Admin presents expenses and incomes from the October Financial Report.

Motion to approve financial report by Frank Mulholland. Seconded by Korey Bailer. Roll Call vote: Korey Bailey – Y, Bruce Kettelkamp – Y, Sean McQueen – Y, Frank Mulholland – Y, Craig Corzine – Y, Jared Rowcliffe – Y.

Administrator's Report

911 Admin updates the board on the status of the Consolidation plan and grant. Please see attached Admin report dated December 12th, 2016.

New Business

911 Administrators contract is due to be reviewed as it expired November 30th, 2016. Will be employed under existing contract until new one ratified. Chairman will select members to review and negotiate new contract.

Memorandum of Understanding with Cromwell Radio group for use of their tower in Shelby County needs to include JETSB as well. Jared Rowcliffe will work with Cromwell Radio group to develop the MOU.

Stonington Fire having issues with automatic mutual aid being dispatched at the same time as the primary department. 911 Administrator will look into the issue

Committee Reports

No committee reports.

Public Comment

No public comment.

Motion to Adjourn by Craig Corzine seconded by Frank Mulholland. Motion carries. Meeting adjourned.

Administrator's Report

December 12, 2016

- Shelby County update:

- Tower relocation testing in upcoming 1-2 weeks.
- Coles Co Regional Planning regarding mapping project.
 - MSAG completed. Loading ESN layers.
- Grant project progress report – month November - filed.
- IP911: Emergitech (TriTech engineer visit at site on 11/29. CTI also there. Additional network drops needed at each call taking position. CTI will do work within next 30 days.

Server rack space identified. Equipment will be ordered. Project completion date 3/1/17.

- Next grant reimbursement due by December 31.
 - Potential shift needs identified. One F/T telecommunicator shift will be added, with 1-2 15-hour P/T shifts that can be moved around as needed.
 - F/T additional coverage would give additional telecommunicator on weekends and evening during heavier call load hours.
 - P/T could be used where needed during seasonal call volumes, additional peak times, etc.
- Phone networking
 - InDigital executed. Bi-weekly update calls will be held until project complete.
 - Staffing/Personnel:
 - P/T trainee resigned.
 - Testing dates for starting 2 more 12/19-12/20. 6 applicants have registered for testing.
 - FOP contract agreement reached – signed contract not yet received.