

C.C.E.T.S.B.

Jan. 13, 2015

Present: Leland Allison
Rod Bland
Dave Herpstreith
Jack Pearce Jr.
Korey Bailey
Mickie Ehrhardt

Absent: Dan Swinson
Andy Goodall
Bruce Kettelkamp
Bill O'Connell

Visitors: Dan Bland; Pana Police Chief

The Jan. 13, 2015 meeting of the C.C.E.T.S.B. was called to order at 6:30 p.m. by Jack Pearce. Roll call indicated that a quorum was present.

Minutes from the Nov. 12, 2014 meeting were reviewed by the board. Rod made a motion to accept the minutes as written and Dave gave a second. Motion carried by a unanimous voice vote.

Financial reports for Nov. and Dec. 2014 were next reviewed by the board. Mickie gave a brief explanation of each of the reports. The financial balance as of 12/31/14 was \$30,546.36. Jack made a motion to accept the financial reports as written and Korey gave a second. Motion carried by a unanimous roll call vote.

Administrators Report

The Zetafax interface is no longer in use. This fax line through the phone company has been disconnected. Costs for faxing information to departments has been eliminated through the phone lines. All departments are now receiving their times and information by e-mail.

Mickie informed the board that Moweaqua Fire/Amb. will be installing equipment to enhance the capabilities of Shelby County paging them out. Larry Minott advised that he thinks once this is done that they would be able to talk to Shelby and Christian without having to change frequencies. This appears to be a "patch" system. He also said that there was a possibility that when this occurs, Christian County would hear all of Shelby's traffic. Leland spoke on his limited knowledge of how this system will work and he is not sure if all of the Shelby Co. radio traffic will be patched into the Christian Co. system through this equipment setup. The board discussed issues of concern that could be created by the installation of this equipment. Mickie's concern here is channel congestion. Many times with multiple calls or a lot of radio traffic on our fire channel, it is full enough. With the addition of having Shelby's traffic coming through also if Moweaqua Fire or Ambulance is out would compound the traffic. Mickie thinks that a full synopsis of what they are planning should be submitted to us and how it will affect our channels before this is done. Leland will speak to Moweaqua department officials regarding the request and concerns of our board.

Shelby Co. Sheriff Don Koonce and the under sheriff visited our sheriff's office last month. In discussing where Shelby Co. is with 9-1-1 and their communications, he suggested it may be a good idea to sit down with us and a few neighboring counties to discuss the future of 9-1-1 systems in the area and the possible sharing of equipment/systems. Their progress of implementing 9-1-1 has come to a standstill without a referendum pass. However, they expressed desire to get something done due to the fact that they are paying Coles Co. \$96,000 to take their wireless calls. Sheriff Koonce was not sure if this is wireless surcharge money or if this is in addition to the surcharge revenue. As this is not a time sensitive issue for us, Mickie will follow up with E.T.S.B. when she knows more. In addition, the uncertainty of 9-1-1 systems in

the state of Illinois remains to be seen. Mickie did offer assistance to them if they needed help in the future for 9-1-1 upgrades.

M.A.B.A.S. conference for command and dispatch is in February in Springfield. Conference registration fee has increased to \$250 per person. At this amount, it is not feasible to send any staff this year. Larry Minott will seek approval from M.A.B.A.S. to send one or two dispatchers to the conference.

9-1-1 is starting to develop an advisory board. No one has officially been named yet. Indiana has a representative sitting in and this state has a regional 9-1-1 system. A representative from Ohio is also here and Ohio is going to a statewide wireless system which means that all wireless calls go to one place and land lines go to PSAP's. This system would take our call volume down 75%. Mickie isn't sure which direction Illinois might go but there are many rumors as to what might happen. Legislation seems to be taking ICC out of the equation and turning it over to the state police. The advisory board has to have a report done by April and given to the Governor.

Mickie had nothing to report related to personnel issues.

Old Business

There were no outstanding issues that needed to be addressed under old business.

New Business

Rod requested e-mail times from dispatch when Pana EMS is either at PCH or back in quarters. At both times, EMS is back in service and times are needed for paper work when they are out at PCH after a call. Mickie will inform the dispatchers of this request.

Korey discussed e-mail addresses and reception in Stonington. Mickie suggested ways that would help with e-mail reception of different locations and phones. Korey's main complaint was with e-mails they receive on their M.A.B.A.S. computer which we have no control over.

Mickie assured the board that generator hook-up capability is in place should there be a power outage at any of the transmitter sites. Size of generators that would be needed at each site and who would be asked to supply and hook up the generators was also discussed.

Paging issues and reception were discussed by the board. Mickie feels that within the next few years, pagers as we know them today will be replaced by some other systems. There are just too many variables that can interfere with paging reception with today's technology that is in place.

Mickie discussed 9-1-1 centers contemplating charging departments for paging them out due to financial issues. The 9-1-1 surcharge was never intended for paging but for call processing only. Mickie is not looking at a need for us to charge departments for paging.

Rumors of state wide paging are just rumors at this time. There is no cause for concern right now.

Police Chief Bland informed the board that he has budgeted for his half of the maintenance fee. He isn't sure when this payment is due. Mickie said it would be due this spring sometime. Mickie discussed the problems that small P.S.A.P.'s like ours can encounter with trying to keep up with the technology upgrades of today. IP 9-1-1 is being implemented and Mickie doesn't know how we will be able to afford the cost of upgrades. Our 9-1-1 controller is outdated and it will need to be replaced because it will not be supported much longer. Replacement costs have already been taken care of but equipment costs for IP 9-1-1 would be in the area of \$119,000. Mickie can see the possibility of regional dispatch centers in the distant future due to equipment costs and operation expenses compared to local income.

With no further business to be brought before the board, Rod made a motion to adjourn and Korey gave a second. Meeting adjourned at 7:05 p.m.

Leland Allison
Secretary

C.C.E.T.S.B.

March 10, 2015

Present: Leland Allison

Mickie Ehrhardt

Rod Bland

Sheriff Kettelkamp

Andy Goodall

Korey Bailey

Dave Herpstreith

Absent: Jack Pearce

Dan Swinson

Bill O'Connell

Visitors: None

The March 10, 2015 meeting of the C.C.E.T.S.B. was called to order at 6:30 p.m. by Chairman Goodall. Roll call showed that a quorum was present.

Minutes from the Jan. 13, 2015 meeting were reviewed by the board. Dave made a motion to accept the minutes as written and Rod gave a second. Motion carried by a unanimous voice vote.

Financial reports for Jan. and Feb. were reviewed by the board. Mickie gave a brief explanation for each report. Balance as of 2/28/15 was \$39,814.27. Korey made a motion to accept the reports as written and Dave gave a second. Reports were accepted as written by a unanimous roll call vote.

Administrators Report

EmNet license, which was originally paid for by a grant was not renewed in January 2015. ITIF is no longer providing funding for all PSAPs. This was supposed to be a way to make mass notifications to PSAPs by MABAS for the types of notifications requested for mass deployment. Mike Crews is considering getting one for TFD. After speaking with Chairman Goodall and inquiring on our MABAS Division Operations Branch Chief, it was decided that since MABAS was not sure of the direction in the future of mass notification systems and the lack of funding by ITIF, Christian County would not fund the service for both PSAPs, The cost of each license is \$598 annually. Although Mr. Beckman and MABAS did feel that there was some benefit to the service, we have not used the notification in a few years. Notifications for deployment of equipment or personnel have been via a direct phone call from Red Center.

Two dispatchers attended the MABAS conference 2/18-2/20/15 with assistance from MABAS Div. 50 who paid their registration fees. A portion of the O/T backfill (\$1169.19) will be reimbursed by MABAS. Mickie reported other costs that were not covered by MABAS. One of the dispatchers who attended was very impressed with the conference and is wanting to get very involved with MABAS activities for our area. She will be upgrading our paperwork to coincide with recent changes to make sure our dispatch center is up to date. Everyone was pleased to learn of her excitement and enthusiasm upon returning from the conference.

Mickie has not received any communications from Moweaqua Fire regarding changes to their paging from Shelby County. Leland will address this issue during old business.

One of our P/T trainees terminated in January to seek full time employment elsewhere. This leaves us with one trainee who is about done and soon ready to work on her own. This will give us three working P/T employees.

Mickie discussed HB 1398 legislation. She explained the content of this bill which would use 9-1-1 surcharge money to build a South Suburb Trauma Center for Chicago. There would be little or no benefit for down state Illinois. The 9-1-1 Advisory Board is opposed to this legislation. The advisory board is urging everyone to submit a witness slip opposing it as well.

Mickie distributed a sheet regarding the 9-1-1 Services Advisory Board meeting agenda for

their meetings to be held March 11th and 12th. She plans to attend at least one of these meeting. She went through the agenda sheet and gave a brief description of the issues and items that will be addressed during these meetings. Dates and times for these meetings were included on the sheet related to further meetings in the near future.

Old Business

Leland spoke to the board on the equipment that Moweaqua Fire has installed in order to receive pages from Shelby County. Larry Craig has reprogrammed the pagers and radios in order for them to be compatible with the equipment installed. Discussion was held on possible licensing issues as well as a possible memorandum of agreement being needed. It appears that Shelby County radio traffic interference will not be as big of a problem as was previously feared.

Other old business issues were items already discussed or previously settled.

New Business

Mickie received an e-mail today regarding ambulance issues that pertain primarily to Taylorville agencies. Alderman Koons is setting up a committee meeting on 3/20/15 at 2:00 p.m. to discuss issues that have been going on since last fall with ambulance response. This is probably not an issue that our board will be strongly affected by.

Rod asked Mickie if she has received a quote from Emergitech for equipment that would allow Pana Fire to receive e-mails through a page-date with interface which could also be used by surrounding departments. Mickie has not received a quote as yet on what this equipment would cost from Emergitech. Pana is using Active 9-1-1 at this time but the new computer equipment would let an e-mail be sent to various addresses and agencies. Rod continued to explain how this equipment would work if it were installed. This is equipment that Pana could share usage with if other agencies would be interested and Pana would be assuming a lot of the cost. There was discussion about what monthly charges might be applied with this system compared to other systems that are available.

Andy and Mickie discussed the possible implementation of a response guide that would allow the dispatchers to shorten dispatch messages by using certain codes for different calls especially when the call is medical. Andy gave examples of codes that would be used and would be accessible using flip card systems for dispatchers and field response guides for responders. This also comes on an app that can be used on cell phones. Mickie gave an example of a test call that she has on her cell phone. Use of this system would shorten air time for dispatchers when paging multiple agencies. This would also minimize information about patient condition and name going out by radio in order to comply with HIPPA. Mickie gave examples of how this is already being used by dispatch on calls to Assumption and Morrisonville relating to whether ALS is needed to respond. These codes could also be used as a recommendation on whether to run hot or cold on the call. This is a system that Andy and Mickie would like the board and our dispatch agencies to look at and consider the possible use of for dispatch.

Responding to calls using lights and siren was discussed. Should all calls require this use? Everyone agreed that response to calls is very dangerous with today's vehicle traffic. It is very difficult to decide which calls should have a hot or cold response. Rod cited examples of calls that Pana has responded to, both fire and EMS, explaining why use of lights and siren were or were not needed. Use of blue lights was also discussed. There were different feelings on when or if the use of these lights were needed on personal vehicles.

With no further business to be brought before the board, Rod made a motion to adjourn and Sheriff Kettelkamp gave a second. Meeting adjourned at 7:20 p.m.

Leland Allison
Secretary

CHRISTIAN COUNTY EMERGENCY TELEPHONE SYSTEMS BOARD

May 12, 2015

Present: Leland Allison
Dan Swinson
Bill O'Connell
Korey Bailey
Rod Bland
Andy Goodall
Mickie Ehrhardt
Dave Herpstreith
Jack Pearce Jr.

Absent: Bruce Kettelkamp

Visitors: Bruce Engeling
Leslie Foraker

Chairman Andy Goodall called the May 12, 2015 meeting of the Christian County E.T.S.B. to order at 6:30 p.m. in the absence of President Goodall. Roll call was taken and a quorum was present.

The board reviewed minutes from the March 2013 meeting. Bill O'Connell made a motion to accept the minutes as written and seconded by Dave Herpstreith. Motion carried by a unanimous voice vote.

The board reviewed the financial report for the months of March and April 2015. 911 Administrator Ehrhardt gave a brief explanation of income and expenses. A roll call vote was made. Korey Bailey made motion to accept the report – seconded by Dan Swinson. Motion carried by a unanimous roll call vote.

Administrator Report

- Power failure at Sharpsburg on 3/21/15. Dispatchers implemented emergency backup procedure. Edinburg FD responded with the generator. Upon arrival FD reported that auction was going on at the site. Emergitech was contacted, but were not yet enroute. Upon further inquiry, it was determined that someone from Craig auction service was plugging in to multiple outlets on site and plugged into our 911 circuit.

I contacted Emergitech and notified them of the possibility of a blown circuit or fuse and request that they continue to site to make sure fuse was not entirely blown or other equipment damaged due to the overload.

Dispatch had also tried to contact someone from the elevator – who was not receptive to having to go to the elevator to locate the circuit breaker inside the facility. Approximately 20 minutes later, EFD reported that power had been restored and they were no longer on generator. I contacted Emergitech to cancel the call.

A bill was received a bill from Emergitech for 2 hours minimum emergency call out in the amount of \$298.50. They did follow up to the site on 3/25/15 to make sure the fuse was okay and all equipment was working properly. We were not charged for this visit. Ehrhardt inquired of the board as to whether or not this bill should be forwarded to Cory Craig. The board advised to proceed with that action – even though the likelihood of payment from them was slim. It would not hurt to try.

Chairman Goodall advised as to the possibility of securing the outlets and having some signage of what the circuit is for. Morrisonville Fire has their site outlet marked. Ehrhardt believes that a locked access to the sites would be better to ensure that no one would be able to plug into the circuit.

Ehrhardt will look into having the site secured similar to Morrisonville.

- Pana server had hard drive failure in March. Chief Bland had CTI go ahead and repair since they use the server daily. He offered to pay the expense.
- County is now under contract with CTI for computer maintenance/IT services. However, each department will be charged to time for any on-site work. Ehrhardt advised that SO and 9-1-1 will probably not use the service more than they do now because of the expense that would be charged to the departments. Any work will be done with departmental personal as current.
- Personnel: P/T trainee Woods has completed training program and passed final examination. She is currently working shifts as part-time telecommunicator.
- Legislation:
 - HB 1398 \$.02 proposed to be added to wireless surcharge to go to South Suburban Trauma Center. Bill is heavily opposed down state and we are asked to enter witness slip or contact Representatives/Senators voicing opposition. Last status 04/24/14 Second Reading
- 4/22/15 9-1-1 Goes to Springfield. Rep. Lauder and Bradley spoke on the pending legislation introduction from findings of Statewide Advisory Board. They anticipate little opposition and bill may be through both houses by end of May.

Old Business

Final report from Statewide Advisory Board:

Ehrhardt provided copy of report prior to meeting of the final report – entertaining any questions.

- Bill encompasses a flat \$.87 surcharge for all connection forms, i.e. landline, wireless, VoIP, etc. Ehrhardt noted that we would lose the difference in our landline surcharge which is currently \$2.00 per line, but would gain approx. \$.28 per line in the wireless. With these estimates, Christian Co. is still only looking at a gain of around \$4500/annually.

The state would also pay any networking charges that are now withheld from the surcharge remittances to the PSAPs.

- Ehrhardt also advised that the 9 remaining counties with no formal 911 system would be required to consolidate with an established 911 system. This may be something that could be proposed as a revenue source in consolidating Shelby Co into Christian County 911 system.

There would have to be some research in to what services we could provide, whether it is just the reception and processing of the call and transferring to them or including dispatch. Dispatching services would be extensive to implement.

Ehrhardt advised that Shelby County is not as populous as Christian and from the only revenue that could be verified at current, the wireless is less than half. Board asked as to what call volume would be. Ehrhardt advised that she did not know because of their lack of referendum and no landline surcharge and no CAD historical data. Coles County currently gets revenue from Shelby Co's wireless.

Goodall asked opinion as to the gain that could be benefited from consolidating. Ehrhardt

advised that there will be some consolidation grant funding for absorbing non-established counties, but at this time there is no process established nor grant formulas.

Goodall also asked about staffing. Ehrhardt advised that there would be some additional staffing needed but not 24/7 additional. Possibly an off-set shift during peak times.

Ehrhardt advised that as we obtain more data on what would be involved, more information would be available.

Emergitech proposal to upgrade to IP911:

Ehrhardt advised she sent out ETSB members a copy of the proposal options. One which would include the Pana PD backup and one that does not. There is also a proposal for a payment option over a 5-year period.

Because of funding – Ehrhardt advised the Pana quote would not be feasible to upgrade - being approximately \$37,000 additional. The quote which just includes the CCSO PSAP – \$82,

All of the proposals from Emergitech stem from the county-wide IP phone system that was purchased for each department in the county. Most of the county project was completed and done prior to looking into the current phone system and 911 equipment at the Sheriff's Office. The 911 equipment will NOT work with an IP phone system.

Based on that, Ehrhardt laid out three options for progress:

- Convert over to new IP phone system and keep current 911 system in place. This would result in dispatchers having to use two phones at each position. One for answering 911 calls and one for admin lines.

Ehrhardt advised this would create a magnitude of problems for dispatchers who work in a vertical dispatch environment (both dispatch and take calls). The current headset interface will not work with 3 things: radio, IP phone, digital phone

Ehrhardt advised that maintenance on the current phone system was terminated in 2014 because there was to be a new phone system. The annual amount was \$6350.00

Ehrhardt advised that the current handsets in dispatch have been repaired beyond their usage and can no longer be fixed in current state.

- Another option is to opt out of the county IP phone system. Repairs would have to be made to the current system and maintenance reconvened. The county has purchased new desk phones for the Sheriff's Office and they are currently on site. These would not be used in this option.
- Final option is to upgrade the 911 system to IP 911 – based on Emergitech proposal quotes. Current equipment is now 15 years old. If fails, Emergitech will not/cannot replace it – obsolete. They do have some spare parts from older agencies which they took in trade. Our system will have to be upgraded in the future anyway. This option would allow the county IP phone system to be installed, and the headset issue would be resolved.

The board discussed funding sources for this option. Up front cost would be \$82,021. Maintenance after first year would be \$7,566 annually, plus a \$7,900 interface to integrate with IP phone system. To finance over 5 years would cost \$114,150 plus the

annual maintenance and phone system interface – approx... \$25,925 per year.

Jack Pearce Jr. advised that the county financial situation is not able to provide funding because of the loss of sales revenue in the county. Ehrhardt advised there does not appear to be any grants available for this type of project.

Herpstreith inquired about local financing. Ehrhardt asked Pearce about rules of obtaining financing outside of the local government funds. Pearce will look into those rules/options.

Ehrhardt advised that there are other projects, such as mapping that are in need of progress and we cannot continue to put on the back burner to put money to other things.

Visitors Foraker and Engeling noted that the current phones are in desperate need of repair. Engeling offered to contribute up to \$10,000 to have system repaired out of Sheriff's Office budget line items.

Goodall entered a motion to allow the Sheriff's Office to contribute funds to repair the phone system and pursue a vendor who will attempt to work on the aged system – not to exceed \$5,000 for the repairs. Motion was made by Bill O'Connell and seconded by Dan Swinson. Roll call vote was taken – motion approved unanimously.

The board scheduled a special meeting for June 9, 2015 to discuss financing options and status of IP911.

New Business

Bill O'Connell asked to remind dispatchers announce time for paging of calls.

O'Connell also asked to remind dispatchers to set off warning siren on 1st Tuesday of month.

Chairman Goodall advised he and Jack Pearce Jr. were advised of a complaint via social meeting regarding a garage fire. Goodall advised that a TFD made a comment that was inappropriate about 911 call taking. They will handle that internally.

With no further discussion coming before the board, a motion to adjourn was made by Jack Pearce Jr and seconded by Bill O'Connell. Meeting adjourned at 7:45.

Prepared by:
Mickie Ehrhardt
9-1-1 Administrator

CHRISTIAN COUNTY EMERGENCY TELEPHONE SYSTEMS BOARD

June 9, 2015

Present: Jack Pearce Jr
Dan Swinson
Bill O'Connell
Korey Bailey
Rod Bland
Andy Goodall
Mickie Ehrhardt
Dave Herpstreith

Absent: Bruce Kettelkamp
Leland Allison

Visitors: Leslie Foraker
Paul Schmitz

Chairman Andy Goodall called a special meeting of the Christian County E.T.S.B. to order on June 9, 2015 at 6:30 p.m. Roll call was taken and a quorum was present.

The two items designated for the agenda included:

- Financing options/feasibility of IP upgrade
- Status of SB 96
 - Consolidation of unestablished 911 counties

Ehrhardt advised that there was a meeting of potential financing options for the \$82,000 needed to upgrade the 911 system to IP. The meeting was attended by Billy Williams - CTI, Paul Schmitz, Jan Bland – County board secretary, Chief Deputy Bruce Engeling, Mickie Ehrhardt, Jack Pearce (phone)

Jack Pearce Jr. reported that he felt there was no basis for local financing for the project, questioning as to who would sign for the loan and what would happen in a default. He felt there was no way for financing. Ehrhardt advised that the results would end with the option to not take the county-wide phone system and repair and maintain the current phone system.

Ehrhardt advised that she is having trouble finding a vendor to work on the phone system, which is outdated and in need of repair. One company has made a site visit but has not made any decisions.

A motion was made by Bill O'Connell and seconded by Rod Bland to not fund or upgrade of the 911 system to IP but to allow the Sheriff's Office to provide funds to repair the current phone system.

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Ehrhardt advised SB 96 has passed both houses and is sitting on the Governor's desk for signature. Part of the bill creates language for the remaining 9 counties that still have no formal 911 system. Ehrhardt advised there will be some grant funds from the state for consolidation of those counties with an established 911 system. The question brought before the board was to approach Shelby County with the possibility of consolidation with Christian County 911's system.

Ehrhardt obtained surcharge revenue from State of IL – CMS for revenue of wireless which currently goes to Coles Co. – totally approximately \$8000/per month. This compares to approx. \$19,000-\$20,000/mo for Christian County. There is no surcharge for landling in Shelby due to no passed referendum. Shelby population is less than Christian County. Call volume may increase in summer months due to the lake.

The board request Ehrhardt continue to obtain data to obtain information on revenue, demographics, call volumes and staffing.

Bill O'Connell made motion to proceed with the fact-finding into the absorption of Shelby County 911 services into Christian County 911. Motion was seconded by Dan Swinson. Motion passed.

Ehrhardt suggested inviting some people from Shelby County to start dialogue.

With agenda items discussed, a motion to adjourn was made by Jack Pearce Jr and seconded by Rod Bland. Meeting adjourned at 7:18.

Prepared by:
Mickie Ehrhardt
9-1-1 Administrator

C.C.E.T.S.B.

July 14, 2015

Present: Leland Allison Sheriff Kettelkamp Absent: Jack Pearce
Rod Bland Mickie Ehrhardt
Dave Herpstreith
Bill O'Connell
Korey Bailey
Andy Goodall
Dan Swinson

Visitors: Bruce Engeling, Chief Deputy

The July 14, 2015 meeting of the C.C.E.T.S.B. was called to order at 6:30 p.m. by Chairman Goodall. Roll call indicated that a quorum was present.

Minutes from the May 12 regular meeting and the June 9 special meeting were reviewed by the board. With no additions or corrections, Rod made a motion to accept the minutes as written and Sheriff Kettelkamp gave a second. Motion carried by a unanimous voice vote.

Expense reports for May and June 2015 were reviewed by the board. Mickie gave a brief explanation of the reports. Bill made a motion to accept the reports as written and Rod gave a second. Motion carried by a unanimous roll call vote.

Administrators Report

Pana P.S.A.P. was either struck by lightning or had a power surge 6/24/15. The equipment damaged was one monitor and two power supplies. Equipment was ordered and shipped to Pana. Total cost of equipment replaced was \$307.98. C.T.I. was sent to location on 6/25 to look over equipment. Their invoice was for \$300. Chief Bland submitted these charges to his council for payment since insurance would not be paying claim. Claim was not submitted to county insurance due to not coming close to deductible.

SB96 was signed by the Governor 6/29/15 making it an act of law. The phone surcharge change will go into effect Jan. 1, 2016. Discussion was held regarding surcharge increases and decreases for land lines and cell phones. Mickie explained changes that would affect us and what could happen if we would consolidate Christian and Shelby counties into a single 9-1-1 system.

There will be a meeting at the Shelby County Sheriff's office on July 21, 2015 to discuss this consolidation proposal. The meeting will be held at 9:00 a.m. and those who plan to attend include Shelby County Sheriff and Under Sheriff, Mickie, Chief Deputy Engeling, and Chairman Goodall. All are welcome to attend. Coles County receives Shelby's wireless calls now and their vendor and equipment is the same as ours. A consolidation switchover to our equipment for Shelby County would be very easy. Leland was concerned that personnel on departments in Shelby County might abuse radio traffic on calls since most have portable radios. This could interfere with other call traffic. Types of traffic may have to be addressed if consolidation is implemented. Time frame and possible grant money was also discussed.

Old Business

Mickie informed the board that a lease agreement contract has been signed to upgrade and maintain the phone system that we have in use. It was thought that due to the age of our system it would be hard to find a company that would upgrade and maintain it. This company will resolve our headset issues, replace all of our phones, and maintain this system under a five year contract agreement. The cost of this agreement is \$430.95 per month and is less than our previous maintenance agreement. Mickie continued to explain locations that this company has in this area and other systems that they have installed and continue to service. Because we are a 9-1-1 system, they will respond rapidly and in some cases may be able to fix a problem remotely. All this is covered under the maintenance agreement contract with no additional charges. There will be no increase in the \$430.95 monthly charge during the five year contract.

New Business

Dan requested that Edinburg Fire have a key to the generator connection box in Edinburg. He wants to eliminate the delay of having to wait for a key to be brought to them to get into the box. Mickie will see that this request for a key is taken care of.

Korey discussed Stonington's success with their call box connections including access to a locked box. Mickie suggested that the board consider financial reimbursement to deserving departments for generator connections during power outages.

Discussion was held about Midland not having personnel available to respond to calls. It may be necessary to look at their box alarm card system to assure that there is response from their department or if mutual aid response is needed. Andy suggested that all mutual aid departments be dispatched and whoever gets there first can control the scene and cancel other incoming departments that are not needed.

With no further business to be brought before the board, Bill made a motion to adjourn and Korey gave a second. Meeting adjourned at 7:03 p.m.

Leland Allison
Secretary

Christian County Emergency Telephone Systems Board

Sep. 8, 2015

Present: Leland Allison	Jack Pearce	Absent: Korey Bailey
Rod Bland	Mickie Ehrhardt	Dave Herpstreith
Andy Goodall	Dan Swinson	
Sheriff Kettelkamp	Bill O'Connell	

Visitors: None

The Sept. 8, 2015 meeting of the C.C.E.T.S.B. was called to order at 6:30 p.m. by Chairman Goodall. Roll call indicated that a quorum was present.

Minutes from the July 14th meeting were reviewed by the board. Rod made a motion and Dan gave a second to accept the minutes as written. Motion carried by a unanimous voice vote.

Financial reports for July and August 2015 were reviewed by the board. Mickie gave a brief explanation for each of the reports. Jack made a motion to approve the reports as written and Sheriff Kettelkamp gave a second. Motion carried by a unanimous roll call vote.

Administrators Report

Mickie, Andy, Dave and Chief Deputy Engeling met with Shelby Co. Sheriff, Under Sheriff and EMA coordinator on 7/21/15. They discussed options for Shelby County consolidating into our 9-1-1 system. They were receptive to conversation, advising that it would come down to either Christian or Coles County. They appear to want to proceed quickly, hoping to bring the decision before their county board in August, but that was delayed to a later date. They are coming over to inspect our system and equipment on 9/15/15. Mickie has a positive attitude about this meeting being impressive to these officials.

If they decide to go with Christian County, we will begin working with them to file their paper work to merge into our system with the new state board. We will also begin preparing the grant to cover consolidation costs because they can be filed Jan. 1st. Money is being set aside in this new legislation to cover consolidation costs. Mickie is trying to compile cost figures that would be involved in this consolidation process.

New phone system installation is complete. New phones were installed throughout the building and headset interfaces have been installed at all five dispatch stations.

Page Gate contract was signed by Mickie and sent to Emergitech 8/10/15. Cost of the system was remitted by Taylorville Foreign Fire Tax Board. Andy explained where this money comes from and what it must be used for. Mickie explained information that would or would not show up on the Active 9-1-1. Some information will still have to be sent by e-mail.

With the new 9-1-1 legislation, call boxes will be eliminated Jan. 1st. There will be no provisioning for call boxes and they will all be disconnected after 1/1/16. The carriers cannot cut them all off at the same time. However, Mickie has confirmed with Consolidated that we will not

have to man them even though they may not be disconnected on Jan.1. Mickie continued to explain the purpose of the call boxes in the past and why they no longer will be needed. Mickie verified that this will be the same with Frontier in Moweaqua. There will be no more billing for these lines as on Jan. 1st.

Wireless surcharge funds will no longer be paid after August, 2015 as long as there is no state budget settlement. This is a pass through fund and cannot be disbursed without a budget. If the budget issue goes past the first of the year, all 9-1-1 funds will be going through the state and we will get no money until a budget deal is settled.

Old Business

Power issues in Pana were discussed. Rod was able to explain some of the problems and what is being done to help solve them.

The new phone system has made everyone very happy. The new phones are working very well. There is a monthly service charge to cover parts and repair of the new system.

Mickie has decided not to install Page Gate screen equipment in the dispatch center at this time. Andy and Mickie have discussed the pros and cons of this installation and feel that we should wait to see if it would be necessary. There is going to be a learning curve for dispatch and we don't want to overwhelm the TC's. There was discussion as to whether Page Gate and Active 9-1-1 would make a difference in times that pages and text messages would be received. Times may vary from seconds to possibly minutes depending on equipment and carrier.

New Business

Mickie suggested to the board that we start charging a testing fee for each applicant who tests. Our cost for testing equipment is \$18. Discussion was held regarding what the sheriff's office has charged and what would be a fair fee for 9-1-1 testing. Bill made a motion to apply a \$20 testing fee for each applicant and Dan gave a second. Motion carried by a unanimous roll call vote.

Dan will be hosting a clandestine meth lab awareness class Sep. 15th at 7:00 p.m. in Edinburg.

Pana will be having class room training on ventilation Tues. Oct. 6th from 6 to 10 p.m. and hands on training on Nov. 3rd for ventilation. Rod will be sending out information.

Pana will also be hosting a R.I.T. class Oct. 10th and is an 8 hour class on Sat.

Jack made a motion to adjourn and Rod gave a second. Meeting adjourned at 7:03 p.m.

C.C.E.T.S.B.

Oct. 29, 2015

Present: Leland Allison Korey Bailey Absent: Rod Bland
 Jack Pearce Mickie Ehrhardt Dan Swinson
 Dave Herpstreith Bill O'Connell
 Sheriff Kettelkamp
 Andy Goodall

Visitors: Brian Wilber, county highway dept; Jan Bland, county board; Beth Patrick, Tracy DeClerck and Mykal Fisher, tele-communicators; Jason Barber citizen; Derek Dunn, WTJM radio; Owen Lasswell, Breeze Courier; Daniel Bland, Pana Police Chief, Paul Schmitz, Co. Board Chairman

An emergency meeting of the 9-1-1 E.T.S.B. was held in the county board room at the Christian Co. court house on Oct. 29, 2015. The meeting was called to order at 6:30 p.m. by Chairman Andy Goodall. Roll call confirmed that a quorum was present.

This meeting was called to discuss the financial situation of the 9-1-1 board. A brief overview will be given of what is going on and with there being no state budget, the wireless surcharge money is being held up. None of the 9-1-1 centers throughout the state are receiving this money. The last time we received any of this money was in August and it was for the May payment. We are to a point that shortly we will not have any money in our account.

Mickie began to address the meeting and confirmed that it is the wireless surcharge money that is being held up at this time. This money represents about 68 to 70% of our revenue at this time. We are still receiving landline surcharge money at this time, but beginning Jan. 1, 2016, with the new 9-1-1 legislation that will be in place, this money will also be held up and we will be receiving no surcharge money at all. Without a state budget in place or further legislation is adopted we will not be receiving any funding. There was legislation moving through both houses and showing good sponsorship until the Governor's office put out a position that he was opposed to the bill because he felt that it was a democratic plan to push through a budget. He indicated that he would veto the bill and it was returned to committee. It did not pass there. Lawmakers are not due back in session until Nov. 10th.

There are avenues that are being looked at that could return funding to our board, but at this time there are no definite solutions. Among options being discussed would be a low interest or no interest loan. Using lottery money to help support 9-1-1 centers has also been discussed.

Mickie discussed income and expense figures for the board. At the current rate, we will have a \$0 balance about Dec. 15th. Jack asked if there could be action taken as a board or with joint cooperation with other agencies that could force the release of these funds. As was stated, the money is there and it is ours, but the state will not disburse it. The county would not be able to sustain our expenses while we wait for our money. Mickie discussed the financial cuts that have already been made to conserve what funds we have left. She feels that we have reached the maximum limit and our only other option is to lay off personnel.

The dispatchers from both the Sheriff's office and 9-1-1 addressed the meeting. They spoke of problems and delays that could happen should personnel cuts be made. The issues that they discussed were all important issues and the board understands their concerns. Mickie discussed staffing issues that could cause problems and there are issues that would have to be discussed with the union. Mickie feels that the union will be understanding and willing to work with us. Mickie hopes that the news media will convey to the public that this is not a problem of our making and we would not be having this meeting if we were getting our funding from the state. The biggest concern of everyone in this meeting is public safety. We all hope that this will not become a major issue.

Chief Bland asked how this could affect Pana Police dispatch since they are our backup. Mickie felt that this will increase calls to them if our center is short staffed and call volume is high. Chief Bland will prepare his people to expect higher backup call volume if layoffs are necessary.

Discussion was held about contacting legislators about emergency legislation to release funds to the 9-1-1 systems.

Jack discussed other local avenues including a potential loan, a collaborative funding effort amongst all government entities within the county, and even a possible law suit. St. Clair County did it , but Jack doesn't know if we could be attached to that suit itself, but it's an idea.

Jack made a motion to go into executive session to discuss the appointment, employment, compensation discipline, performance, or dismissal of specific employees of the public body of 9-1-1 E.T.S.B. (Emphasis added) (5ILCS120/2(c) (1). Bill gave a second to the motion which passed by unanimous roll call vote. The board went into executive session at 7:03 p.m.

Jack made a motion to come out of executive session and return to open session and Dave gave a second. Motion carried by a unanimous roll call vote. Per 5ILCS 120/2(c)(1) the board is coming out of executive session discussing personnel matters and returning to open session at 7:23 p.m.

Bill made a motion to give notice to the FOP union of a potential layoff of four tele-communicators that would be effective as of Dec. 1, 2015. Jack gave a second to the motion. Motion carried by a roll call vote of five yes and one no vote.

Andy assured everyone that it is not a position that we want to be in, but because of funds being withheld, it is something we must consider. Andy emphasized that this is only a potential layoff. It is necessary that the union be given a thirty day notice of a pending layoff which would begin Dec. 1st.

With no further comments or business to be brought before the board, Jack made a motion to adjourn and Korey gave a second. Meeting adjourned at 7:26 p.m.

Leland Allison
Secretary

CHRISTIAN COUNTY EMERGENCY TELEPHONE SYSTEMS BOARD

October 29, 2015
CLOSED SESSION

Present: Jack Pearce Jr
Bill O'Connell
Korey Bailey
Rod Bland
Andy Goodall
Mickie Ehrhardt
Dave Herpstreith
Leland Allison

Absent: Bruce Kettelkamp

Visitors: Jan Bland
Paul Schmitz

Chairman Andy Goodall entertained discussion as to what level of action would be taken in the event of a need for layoffs due to the lack of wireless surcharge distribution from the State of Illinois.

Ehrhardt advised that in the event of a layoff, the telecommunicators would need to be given a 30-day notice prior to the layoff date. This notice should go out by November 1st in order to meet the December 1st anticipated layoff date.

The Sheriff's Office is trying to adjust their personnel to absorb two of the 911 dispatchers – moving them to the Corrections unit, if necessary. Ehrhardt discussed options in the works that could allow 911 funding. She provided figures and the number of personnel that would be needed to continue to operate the dispatch center.

Ehrhardt discussed working with the FOP to curtail anticipated time off to curtail funds. There is approximately \$9,000 of overtime schedule during the holidays. She feels that the FOP will work with the employer as much as they can. Ehrhardt informed the board that it would be necessary to give notice to the FOP of the layoff of four telecommunicators, effective December 1, 2015.

Jack Pearce made a motion to return to open session. Korey Bailey seconded. Returned to open session at 7:23 p.m.

Prepared by:
Mickie Ehrhardt
9-1-1 Administrator

CHRISTIAN COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Nov. 10, 2015

Present: Leland Allison Jack Pearce Absent: Andy Goodall
Rod Bland Sheriff Kettelkamp
Dave Herpstreith Dan Swinson
Korey Bailey
Bill O'Connell Mickie Ehrhardt, 911 Administrator

Visitors: Don Koonce, Shelby County Sheriff
Rob McCall, Shelby County Under Sheriff
Jarod Rowcliffe, Shelby County EMA Director
There were many guests who represented several agencies and organizations representing the staff, cities, villages, and counties served by Christian Co. 9-1-1 dispatch.

The Nov. 10 meeting of the C.C.E.T.S.B. was called to order at 6:30 p.m. by Vice-Chairman Bill O'Connell. Roll call indicated that a quorum was present.

Minutes from the Sept. 8, 2015 regular meeting and the Oct. 29, 2015 special meeting were reviewed by the board. Jack made a motion to approve the minutes as written and Dan gave a second. Motion carried by a unanimous voice vote.

Income and expense reports for Sept. and Oct. 2015 were reviewed by the board. Mickie gave a brief explanation of each report. Ending balance as of 10/31/15 was \$29,774.17. Rod made a motion to accept the Financial Reports as written and Korey gave a second. Motion carried by a unanimous roll call vote.

Administrators Report

There have been issues with responding units advising of status post-dispatch. To address these issues, we first needed to clean up language to include detail in requirements of responding units of maintaining status with dispatch as written in SOP 13 & 14. We will discuss revisions of SOP 13 and 14 which Mickie has distributed during New Business.

There was a malfunction on 9-1-1 Proctor controller. Swapped card with spare but problem was not resolved. Mickie put ANI-LINK card on "busy" status (went down to 4 trunk cards). Called Emergitech 9/28/15. Emergitech advised that since Mickie had already swapped the ANI-LINK card the next step is to call LEC. Trouble ticket started. 10/5 Consolidated on site to test line from DMARC. Found no problems, 10/6 Consolidated back on site to retest line. 10/8 Emergitech to coordinate with local vendor to troubleshoot trunking. CTI/ICTC on site 11/10 to trace line for compromise. Two more ANI/ALI cards have been shipped from Emergitech.

Morrisonville site had a power failure on the evening of 11/8 and the generator was initiated. GTSI checked remotely and will follow up in a.m. Removed generator and there were no further failure notifications. There was a power failure again mid-morning of 11/9. It was confirmed that there was no power outage in Morrisonville. Contacted elevator office and they advised that no work was being done at site. GTSI was again contacted. GTSI responded and found that elevator personnel had in fact been working at facility and disrupted power. Testing done showing all okay. While on site, tech did do some routing maintenance.

Mickie has suspended all training/recertifications effective 10/15 pending funding resolution and this includes backup PSAP personnel.

Several large maintenance contract payments are being withheld pending further progress on 9-1-1 finances, including 9-1-1 and CAD maintenance. Emergitech is working with us allowing more time to make payments during our funding problems. Maintenance for the recorder at primary PSAP with Nelson Systems is also withheld. Mickie is checking into new recorder cost that would greatly upgrade our capability. Mickie estimates that our maintenance cost is about 1/3 of the cost of a new recorder. She feels the purchase of a new recorder could be justified considering the maintenance fee is so high.

Old Business

Mickie explained legislation that has been passed that required counties without enhanced 9-1-1 to consolidate with counties or systems that are enhanced. Shelby Co. has elected to consolidate into the Christian Co. system Mickie gave an in-depth explanation of agreements, resolutions and financial issues that will be involved in this consolidation. We are working on grants that will be available to help cover costs of the consolidation. Because of Shelby Counties' 9-1-1 status, we will be able to complete the grant process in the time frame allowed and complete the consolidation by 2017. Shelby Co. officials have already adopted the consolidation resolution and Christian Co. is expected to address this issue in the near future. This resolution is on the agenda for the next Christian County Board meeting. The state has set aside \$12 million dollars to cover these consolidations. Shelby Co. Sheriff Don Koonce, Under-sheriff Rob McCall, and EMS coordinator Jarode Rowcliff were present and introduced and each commented on their excitement of entering into this consolidation with Christian County 9-1-1.

Mickie spoke on our 9-1-1 funding and the issues that we are facing and where legislation stands at this time that would release these funds. She spoke of the efforts Sheriff Kettelkamp is making to try and get legislation passed to resolve our funding issues. He suggested putting pressure on our representatives, especially the Senate, to return to session and pass this legislation to release our funds. Due to union requirements, layoff notices had to be sent out 11/1 to be effective 12/1 giving a thirty day notice for any layoff. We sincerely hope these layoffs of dispatchers won't be necessary. House Bill 3305 did pass but the Senate didn't vote on this legislation which would release the funds. The Governor has stated that he would sign this legislation. Sheriff just received a text message stating that the Senate would be in session 12/2 and again strongly suggested that pressure be applied for passage of this bill.

New Business

Mickie explained upgrades and changes that need to be made to SOP #13 and 14 regarding agency radio traffic to dispatch. This clarifies information that should be given to dispatch regarding en-route, on scene, etc. Mickie also included information regarding geo-coding addressing of calls by dispatch. She explained that some addressing may not be accurate due to information given to dispatch when sent by active 9-1-1 text.

Board members were reminded that it is time to renew their training on the open meetings act. This is done electronically on the Attorney General's web site. Mickie needs a copy of our certificates and urges everyone to do this as soon as possible.

Mickie explained that the statute with the consolidation is to modify the ETSB to create a joint ETSB. An agreement would have to be made with Shelby Co. on how the new board would be structured. Mickie explained the statute of our current board. Sheriff Koonces suggested officials who might represent Shelby Co. during the first year. Mickie explained options that could be taken to create and expand the new board. When all resolutions are complete and inter-governmental agreements are

in place, we can file the plan with the state after Jan 2, 2016 for the modification to create the new board. We need to modify our plan by June of 2016. Shelby will need to file their plan by then. Final completion is Jan. 2017 for total consolidation.

Present board members introduced themselves to our guests.

It was suggested that someone who works E911 be a member of the board. Mickie wants to contact the ICC to see if there could be non-voting member and if union represented employees were eligible to sit on the board. Mickie doesn't feel that there would be a union issue.

Dispatcher Tracy DeClerk voiced her concerns about calls and public safety issues if staffing has to be cut. She had additional concerns about staffing when the consolidation is complete. The board totally understands her concerns and hopes budget issues are resolved to prevent cuts and allow full staffing.

Jack would like to see some kind of a plan of action in place if the layoffs take place. A meeting with the FOP is next Friday and we need to see what their position is going to be. Then we can work together to formulate a plan to follow. A special meeting may need to be called in the near future to discuss and maybe form a plan of action should these problems continue. It was again strongly emphasized to pressure the Governor and our representatives to proceed with needed legislation to release our funds. Shelby

Co. has offered financial assistance to our board if this is acceptable. It was suggested that other agencies be approached in Christian Co. before we accept money from Shelby. The offer from Shelby Co. is greatly appreciated. We are not the only 9-1-1 system in financial trouble. An option to enter into a loan agreement may be available. Strong emphasis is also placed on the public and dispatch agencies to have patience with our dispatchers should layoffs be necessary because delays may happen. Only use 9-1-1 for true emergencies.

With no further business to be brought before the board, Jack made a motion to adjourn and Rod gave second. Meeting adjourned at 7:40 p.m.

Leland Allison
Secretary

CHRISTIAN COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

Special Meeting
December 3, 2015

Present: Leland Allison
Rod Bland
Korey Bailey
Andy Goodall
Mickie Ehrhardt – 911 Administrator

Bill O’Connell
Dave Herpstreith
Sheriff Bruce Kettelkamp
Dan Swinson

Absent: Jack Pearce Jr.

Visitors: Bruce Engeling, Christian Co. Chief Deputy; Greg Brotherton, Taylorville Mayor; and Dereck Dunn, WTIM

A special meeting of the C.C.E.T.S.B. was called to order at 6:30 p.m. on Dec. 3, 2015 by Chairman Goodall. Roll call indicated that a quorum was present.

The purpose of this meeting is to discuss the authorization of a zero per cent interest loan offered by the state finance authority to the 9-1-1 systems that are affected by the lack of a state budget.

Sheriff Kettelkamp and Deputy Engeling explained the paper work that was needed, how much money would be received, and how it was to be repaid. They think that we could receive \$100,000 up front to keep our system running and if this runs out in the future we could reapply.

Sheriff Kettelkamp spoke with the deputy director of the ICC today and stated that the funds that are being held are there. If Senate Bill 2039 is passed, the Governor will sign it and we will get at least some of our past due money in as little as nine days after his signing. Legislation for this issue has already passed the House. The Senate is called back into session for Monday to vote on this bill. This loan application is an option that we need to address hoping that it will not be needed if this bill passes. Everyone hopes that this is only a backup plan, but we still need to move forward on it just in case.

According to our original rules, the 9-1-1 board is able to incur debt if it is needed. A quorum is needed to approve the loan and it would need Chairman Goodall’s signature. It is uncertain of the amount of money we will receive from the money that we are now owed should this bill pass and the funds released. Mickie knows that \$77.13 million has been appropriated to the ICC to be distributed among 9-1-1 centers. She thinks this may be the back money that is owed for past months.

Sheriff Kettelkamp made a motion to apply for the no interest loan now and Bill gave a second. Since we are having issues, we would receive money the day after the application is turned in. Motion carried by a unanimous roll call vote.

With no further items on the agenda, Bill made a motion to adjourn and Dan gave a second. Meeting adjourned at 6:45 p.m.

Leland Allison
Secretary