



**Cook County
Emergency Telephone System Board**

**9511 Harrison St, Des Plaines, IL 60016
Cook County Communications Center
Thursday, March 17, 2016
9:30 a.m.**

ATTENDANCE

Board members in attendance were Ms. Joellen Bailey, Mr. Cornier, Mr. Drake, Mr. Thomas Fleming, Mr. William Little, Mr. Jay Reardon, Mr. Jeffrey Rodrigues and Mr. Julius Rutili.

Also present was Ms. Shereen Gamble, Administrative Analyst, Mr. Al Orrico, CAD Administrator, Mr. Victor Siedleski, Assistant CAD Administrator, Ms. Natasha Allen-Victor, GIS Manager, ASA Kathleen McKee, Office of the Cook County State's Attorney, Executive Director Martin Bennett, 911 Communications Center, Ms. Aimee Schroder, Selden Fox, Chief Gregory Dillard, Ford Heights Fire Department, Mr. Raymond Hamilton, DHSEM, Ms. Bola Babatunde and Ms. Marjory Olanrwaju, Washington, Pittman & McKeever.

CALL TO ORDER

Executive Director Fleming called the meeting to order at 9:35 a.m.

MOTION TO APPROVE MINUTES

Mr. Rutili made a motion to approve the Cook County Emergency Telephone System Board minutes of January 25th and February 10, 2016 as written, second Ms. Bailey. All in favor. Voice Vote, Approved.

Motion carried.

REQUEST FOR REIMBURSEMENT BY VILLAGE OF FORD HEIGHTS

The Village of Ford Heights Fire Chief Gregory Dillard requested that the ETSB reimburse the Village of Ford Heights in the amount of \$6,270.00 for the relocation of the Communications Center from the police department to the fire department. Chief Dillard relayed that the community is in financial distress and as a result, the Cook County Sheriff's Police Department has assumed the policing functions for the village.

Mr. Rutili made the motion and Ms. Bailey made the second to reimburse the Village of Ford Heights for the relocation of their Communications Center in the amount of \$6,270.00 due to the economic constraints of the community. All in favor. Voice Vote, Approved.

Roll call vote;

Bailey	Yes
Cornier	Yes
Fleming	Yes
Little	Yes
Reardon	Yes
Rutili	Yes
Brown	Yes

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Motion carried.

MEMOS OF UNDERSTANDING AND INTERGOVERNMENTAL AGREEMENTS
REQUEST APPROVAL OF AMENDEMENT FOR MOU FOR SALARIES

At the January ETSB meeting the Board approved the reclassification of the GIS Analyst position that was held by Cecilia Levin to an Assistant CAD Administrator. The attached amendment to the MOU for salaries between the County and the ETSB reflects the change.

The document was signed and will be forwarded to the County through the proper channels.

IDOT

CAD staff is currently reviewing the Motorola contract to bring IDOT onto CAD. After all of the language changes are made by CAD staff to this contract, it will be sent to legal for a final review.

LEGISLATIVE REPORT

Mr. Kelly provided the following written legislative report;

There has not been any real legislative activity since my last report. The House is on recess and will not be back in Springfield until April 5th. There are two bills pending that could impact public safety telecommunications:

- HB 5018 National Public Safety Telecommunicators Week - this Bill would permanently designate the 2nd full week in April as National Public Safety Telecommunicators Week. The Bill was assigned to the Rules Committee on February 8th.

- SB3019 Continuing Appropriation for Wireless Surcharge Fees - this Bill would authorize a continuing appropriation for wireless surcharge funds which would allow the surcharge funds to be distributed, even if the State does not have a budget. This Bill was assigned to Appropriations I Committee on March 8th.

The Governor named Cindy Barbera-Brelle as the Statewide 9-1-1 Administrator at the end of January. The Statewide 9-1-1 Advisory Board cancelled its February meeting and no new date has been scheduled. On March 1, 2016 the Statewide 9-1-1 Advisory Board issued its first report to the Legislature as required by P.A. 96-0006.

Mr. Kelly added that the requirements to receive a waiver are; it is a threat to public safety or it is technologically or economically not feasible. An agency receiving a waiver they submit a plan on how they will comply with the law.

The remote site agencies were included with Cook County filed the original request to operate in 1996 and according to the ISP 911 Administrator

COMMUNICATIONS CENTER OPERATIONS REPORT

REQUEST APPROVAL OF EXPANDED SCOPE OF SERVICES OF MERCURY SYSTEMS CONTRACT

Staff is requesting that the original contract for Mercury Systems, which was for the purchase of the 911 Telephone System and project management fees, be extended to include the additional equipment necessary to expand the telephone system and the services of Mr. Gardorus as project manager in the amount of \$186,974.70.

Mr. Rutili made a motion and Mr. Cornier made the second to extend the 911 Phone System contract with Mercury Systems in the amount of \$186,974.70.

Roll call vote;

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Bailey Yes
Cornier Yes
Fleming Yes
Little Abstain due to conflict
Reardon Yes
Rutili Yes
Brown Yes

Motion carried.

REQUEST APPROVAL OF WATSON FURNITURE CONTACT

Staff is requesting Board approval to piggy back off a 2014 contract for console furniture between Watson Furniture and Village of Glenview contract for an additional 14 console positions at a cost of \$249,607.54. Four of the consoles will be outfitted with equipment for immediate use.

Mr. Rutili questioned if fiber will be run to each console. Mr. Bennett responded that fiber is not recommended as there is no potential for a traffic jam, however extra CAT6 cables have been added to address any potential problems. Mr. Rutili and Mr. Rodrigues both disagreed and that it is important to future proof the Comm Center. The cost to run fiber is miniscule. Mr. Rutili requested that the vendor be contacted to provide written assurances that adding fiber at this time is not worth the expense.

Mr. Little made a motion and Mr. Rutili made the second to piggy back on a competitively bid contract for console furniture by the Village of Glenview and enter into a contract with Watson Furniture for 14 consoles at 2014 pricing.

Roll call vote;

Bailey Yes
Cornier Yes
Fleming Yes
Little Yes
Reardon Yes
Rutili Yes
Brown Yes

Motion carried.

REQUEST APPROVAL OF DICK BUSS & ASSOCATES CONTRACT

Staff is requesting to enter into a contract with Dick Buss & Associates in the amount of \$30,500.00 for the installation of carpet, which will match the carpet that was installed in Phase I of the project, and disposal of the old carpeting and floor preparation. Dick Buss & Associates will also disassemble the console furniture that was left by ISP, however this will be charged back to ISP relocations expenses. The pricing is identical to Phase I pricing.

Mr. Rutili made a motion and Mr. Rodrigues made the second to approve a contract with Dick Buss & Associates in the amount of \$30,500 for carpet removal and installation and removal of old console furniture.

Roll call vote;

Bailey	Yes
Cornier	Yes
Fleming	Yes
Little	Yes
Reardon	Yes
Rutili	Yes
Brown	Yes

Motion carried.

REQUEST APPROVAL TO CONTRACT WITH VENDOR FOR REWIRING OF COMMUNICATIONS CENTER FOR EXPANSION PROJECT

Staff received three (3) proposals for the Comm Center rewiring for Phase II of the expansion project from Mercury Systems, Chicago Communications and the County. Mercury Systems bid was the highest. The County's bid, although the lowest, was unable to meet with the timeline. Chicago Communications is able to meet scheduling deadlines, will be able to provide uniformity to the work that was done previously in Phase I and fall within the budget requirements.

Mr. Rutili requested that Chicago Communications provide separate quote on installing the highest rated fiber.

Mr. Rutili made a motion and Ms. Bailey made the second to enter into an agreement with Chicago Communications to rewire the Communications Center as it relates to the Phase II Expansion Project in the amount of \$17,606.92.

Roll call vote;

Bailey	Yes
Cornier	Yes
Fleming	Yes
Little	Yes
Reardon	Yes
Rutili	Yes
Brown	Yes

Motion carried.

PLANNING MEETING

The Board added a Planning Meeting to the ETSB meeting schedule for April 20th 11:00 a.m. at the Communications Center in Des Plaines.

COMMUNICATIONS CENTER OPERATIONS REPORT
MICROSOFT EMBEDDED MAINTENANCE PROGRAM UPDATE

No new information to report.

COMMUNICATIONS CENTER EXPANSION – MEETING WITH REMOTE SITES AND STATE 911 ADMINISTRATOR

A meeting has been schedule with the Statewide 911 Administrator and the remote site agencies on March 23rd, 2016 at 1pm in order to provide the remote site agencies with clarification on how the law mandating consolidation effects their operations.

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The ETSB filed a plan to operate with the remote sites as secondary PSAPs before the law changed so they will not be required to take an action as the law is written right now.

COMMUNICATIONS CALL MANAGEMENT REPORT

Mr. Siedleski reviewed the February 2016 Call Management Reports and reported no significant changes during the period.

FINANCIAL REPORT AND BILL PAYMENT RESOLUTION

BILL PAYMENT RESOLUTION

Mr. Rodrigues made a motion and Mr. Cornier made the second to approve the March 17, 2016 Bill Payment Resolution as presented.

Roll call vote;

Bailey	Yes
Cornier	Yes
Fleming	Yes
Little	Yes
Reardon	Yes
Rutili	
Brown	Yes

Motion carried.

The March 17, 2016 Bill Payment Resolution is attached and made a part of these minutes.

COMPILATION REPORT

Ms. Schroeder, Selden Fox, reviewed the Compilation Reports for the period ending February 28, 2016. The February 2016 Compilation reports are attached and made a part of these minutes.

The February 2016 Compilation reports were received and filed.

FY 2015 AUDIT

Ms. Babatunde, Washington, Pittman & McKeever, reviewed the details and findings of the FY 2015 audit. The ETSB FY2015 audit is attached and made a part of these minutes.

Ms. Bailey made a motion and Mr. Drake made the second to accept the FY 2015 Audit as presented. All in favor. Voice Vote, Approved.

Motion carried.

CLOSED SESSION

None.

FOR THE GOOD OF THE ORDER

None.

MOTION TO ADJOURN

Mr. Rodrigues made a motion to adjourn the meeting of March 17, 2016 and Ms. Bailey made the second.

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Motion carried.

The March 17, 2016 Cook County Emergency Telephone System Board meeting was adjourned at 11:05 a.m..

Next Meeting
Cook County Communications Center
9511 Harrison
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Wednesday, June 8, 2016
3:00 p.m.

Shereen Gamble, Administrative Analyst

Date