



**Cook County
Emergency Telephone System Board**

**9511 Harrison St, Des Plaines, IL 60016
Cook County Communications Center
Wednesday, June 8, 2016
3:00 p.m.**

ATTENDANCE

Board members in attendance were Ms. Joellen Bailey, Mr. John Cornier, Mr. Brian Drake, Mr. Thomas Fleming and Mr. Jay Reardon. Absent were Chairman Ernest Brown, Mr. William Little, 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. Aimee Schroder, Selden Fox and Mr. Raymond Hamilton, DHSEM.

CALL TO ORDER

Executive Director Fleming called the meeting to order at 3:15 p.m.

MOTION TO APPROVE MINUTES

Mr. Reardon made a motion to approve the Cook County Emergency Telephone System Board minutes of March 17th and April 20, 2016 as written, second Mr. Cornier. All in favor. Voice Vote, Approved.

Motion carried.

LEGISLATIVE REPORT

Mr. Kelly provided the following written legislative report;

As far as pending legislation, there are 4 bills that we should be watching:

-HB 4379 - Creates the Local Government Travel Expense Control Act which will require units of local government to adopt a resolution regulating travel, meal and lodging expenses including the keeping of specific records. This Bill has passed the House and is on 3rd Reading in the Senate this week. I suspect this Bill will pass and there will be new requirements on expense record keeping.

-SB2338 - Creates the Unbalanced Budget Response Act which allows the Governor to sweep previously appropriated funds from special accounts, like the Wireless Surcharge Fund, to make up for State deficit. The Bill is still in Committee, but the deadline for Committee action has been extended to May 31, 2016. SB 2789 is another Bill with similar provisions that has also had its Committee action deadline extended to May 31st. I think that these bills are being held pending budget compromise discussions, in case the Governor finds he needs to tap these funds.

-SB3019 - This Bill requires the distribution of Wireless Surcharge Funds, even in the absence of State appropriation. This would allow surcharge funds to flow to the ETSBs even without the State adopting a Budget or making appropriations. This legislation would help to avoid the cut-off of surcharge payments as happened in August, 2015. This Bill is still in Committee, but the deadline for Committee action has been extended to May 31, 2016.

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There are other bills in various stages in the Legislature that could have some impact on the ETSB, but it is too early to tell if they will be voted on. There are rumors of some compromise on tax/budget relief, and there could be other issues wrapped up in those discussions. We will have to keep our eyes on what is coming out of Springfield over the next few weeks.

The Statewide 9-1-1 Advisory Board met and indicated that \$5,000,000 in grant funds will be available for the initial award of grants. Unserved and underserved counties have requested \$4,800,000 in grant funds. The announcement of the awards is set for mid-June. Also surcharge payments for November and December, 2015 have been released and January, 2016 payments are supposed to be made this week or next. Also, the first of the State payments of 9-1-1 system provider costs is supposed to be made by next week.

Executive Director Fleming added that although the ETSB applied for a grant from the Statewide 9-1-1 Administrator's Office, all grants that were not related to an unserved or underserved population were denied.

MEMOS OF UNDERSTANDING AND INTERGOVERNMENTAL AGREEMENTS

IDOT

The intergovernmental agreement is still being reviewed by the Sheriff's legal office.

COMMUNICATIONS CENTER EQUIPMENT EXPANSION PROJECT

Executive Director Fleming reviewed the highlights of Mr. Gadaros' project status report.

- The Des Plaines dispatch center expansion project launched as planned on April 1, 2016.
- The Project Timeline items 1 through 21 have been completed. This includes electrical circuit and low voltage cable rough-in. Although the projected timeline shows the closing of the floor by May 16th, the floor was left open for cleaning which was completed on Saturday, May 14th (not a project timeline item).
- On May 10th at 1030 hrs. a one hour meeting was held regarding video integration with Metra's and other existing Cook County area camera systems. The research into integrated video solutions is ongoing.

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

As reported at the last meeting, in response to uncertainty regarding the law governing consolidation and how it effects the remote site agencies, a meeting was scheduled with the Statewide 911 Administrator and the remote site agencies on March 23rd at 1pm in order to provide the remote site agencies with clarification on how the law mandating consolidation will affect their operations.

Ms. Barbera-Brelle clarified that because the ETSB filed a plan to operate with the remote sites as secondary PSAPs before the law changed they will not be required to take any action as the law is currently written.

COMMUNICATIONS CALL MANAGEMENT REPORT

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

CONSOLIDATION
PLANNING MEETING

The Board decided to extend the July meeting in order to include a planning meeting to discuss consolidation.

FINANCIAL REPORT AND BILL PAYMENT RESOLUTION
REQUEST FOR CREDIT CARD

Executive Director Fleming reported that the ETSB maintained a credit card for over 10 years which was used for emergency purchases or when purchases were necessary and could not be delayed until a Board meeting. The credit card statements were presented at every Board meeting for review.

The staff is requesting that the Board revisit the policy of allowing certain staff members to have access to a credit card in order to sustain Communications Center operations.

The Board requested that ASA McKee provide information regarding County policy on credit cards in order to allow them to make an informed decision.

BILL PAYMENT RESOLUTION

Mr. Reardon made a motion and Ms. Bailey made the second to approve the June 8, 2016 Bill Payment Resolution as presented.

Roll call vote;

Bailey	Yes
Cornier	Yes
Drake	Yes
Fleming	Yes
Little	Absent
Reardon	Yes
Rodrigues	Absent
Rutili	Absent
Brown	Absent

Motion carried.

The June 8, 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 April 2016. The April 2016 Compilation reports are attached and made a part of these minutes.

The April 2016 Compilation reports were received and filed.

CLOSED SESSION

None.

FOR THE GOOD OF THE ORDER

Executive Director Fleming reported that Patricia Duffy has been selected to fill the Assistant CAD Administrator position and will begin June 12th.

The Communications Center officially began accepted Metra's official calls on June 1st.

MOTION TO ADJOURN

Ms. Bailey made a motion to adjourn the meeting of June 8, 2016 and Mr. Reardon made the second.

Motion carried.

The June 8, 2016 Cook County Emergency Telephone System Board meeting was adjourned at 3:51 p.m.

**Next Meeting
Cook County Communications Center
9511 Harrison
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Thursday, July 21, 2016
9:30 p.m.**

Shereen Gamble, Administrative Analyst

Date