



**Cook County  
Emergency Telephone System Board**

**9511 Harrison St, Des Plaines, IL 60016  
Cook County Communications Center  
Thursday, July 21, 2016  
9:30 a.m.**

**ATTENDANCE**

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

Also present was Ms. Shereen Gamble, Administrative Analyst, Mr. Al Orrico, CAD Administrator, Mr. Victor Siedleski and Ms. Patricia Duffy, Assistant CAD Administrators, Ms. Aimee Schroder, Selden Fox and Mr. Martin Bennett, Cook County Sheriff's Police, Ms. Kathleen McKee, Cook County State's Attorney's Office, Chief Semil Griffin and Ms. Shamekia Slayden, Village of Dixmoor, and Ms. Rachel Marrello and Mr. Christopher Duffin, Cook County Office of the Inspector General.

**CALL TO ORDER**

Executive Director Fleming called the meeting to order at 9:42 a.m.

**MOTION TO APPROVE MINUTES**

Mr. Reardon made a motion to approve the Cook County Emergency Telephone System Board minutes of June 8, 2016 as written, second Mr. Drake. All in favor. Voice Vote, Approved.

Motion carried.

**LEGISLATIVE REPORT**

Mr. Kelly provided the following written legislative report;

There is not much to report since the Legislature adjourned in mid-May. They did meet on June 29<sup>th</sup> and 30<sup>th</sup> and did pass an emergency funding/appropriation authorization which will result in 9-1-1 surcharge funds being paid by the State Police until June 30, 2017.

Also, the 9-1-1 Administrator and her office have begun hearing on the consolidation petitions that have been filed.

Executive Director Fleming also added that he attended a Village of Dixmoor Trustee meeting in order to clarify the laws regarding consolidation as they pertain to the remote site agencies.

## **CONSOLIDATION AND PLANNING**

### IDOT

An Intergovernmental Agreement (IGA) has been reached with the Village of Berkeley to begin dispatching services as of March 2017. The ETSB will need to amend its members to include Berkeley. The Village of Berkeley will reimburse the Sheriff for dispatching services for 6 years and the ETSB will receive the 911 surcharge funds directly from the State of Illinois.

There are no “buy in” or upfront cost and the IGA does not provide any ownership, nor does it provide the agency any equity in the Communications Center or claim to any equipment. All oncoming agencies will reimburse the cost of the employees necessary to answer their calls.

Mr. Little requested a one page statement/business plan with describes our plan moving forward.

### METRA

The Communications Centers began dispatching for Metra on June 1<sup>st</sup>. There are approximately 50 calls per day and 110 officer initiated incidents. No 911 surcharge funds are involved.

## **COMMUNICATIONS CENTER EQUIPMENT EXPANSION PROJECT**

### PROJECT STATUS REPORT

Executive Director Bennett reported that all 14 console positions have been installed and four will be fully equipped with equipment and operational with the next 8 to 9 days.

### REQUEST FOR MC 7500

Staff requested the approval to purchase of four MCC 7500 consoles from Motorola under a current Cook County contract at a cost of \$219,100.00. This purchase will complete the build out of four console positions to make them fully operational. This item has been budgeted for and is part of the Communication Center expansion project.

Mr. Reardon made a motion and Mr. Drake made the second to approve the contract with Motorola for the purchase of 4 MCC 7500 under a current Cook County contract for \$219,100.00. All in favor. Voice Vote, Approved.

Roll call vote;

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

Motion carried.

## **RFP FOR CALL HANDLING PROTOCOL SOFTWARE SYSTEM**

Staff is currently researching a call handling protocol software system. The software, which covers police, fire, ems and hazardous materials, streamlines the process by cueing the dispatcher on what questions to ask in police/fire/medical situations. This is another tool to assist the dispatcher and it also reduces our liability. This system will also ensure that staff is following the best established practices for call taking. Staff is

Cook County ETSB  
July 21, 2016 Minutes

---

**911**

Cook County Emergency Telephone System Board  
9511 W. Harrison  
Des Plaines, IL 60016

Page 2

currently reviewing several RFP's from other agencies that have purchased this software in an effort to find a solution that matches our needs.

Previously the dispatchers used flipcharts and now the software will be integrated into CAD system and the information will be included in the audit trail. The telecommunicator supervisor will also be able to follow along and prompt the dispatcher to ask additional questions as necessary.

Some of the products offer liability insurance if the product is utilized to their standards. There will be a cost to interface the software with the CAD system.

Mr. Reardon requested a meeting with Director Bennett to discuss the implementation of fire/ems.

## **COMMUNICATIONS CENTER OPERATIONS REPORT**

### **MICROSOFT EMBEDDED MAINTENANCE PROGRAM UPDATE**

No new information to report.

### **COMMUNICATIONS CALL MANAGEMENT REPORT**

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

### **SONIC WALL**

Staff is recommending a sonic wall for internet access in the 911 Center for web filtering. The current solution is outdated and is desperately in need of updating. The Sheriff's LE network provides a firewall; however, this will provide an additional layer of protection. The Communications Centers IT staff currently manages and supports the firewall, however support and maintenance from an outside vendor is preferred to ensure the most security for our computer systems.

Mr. Reardon made a motion and Mr. Little made the second to approve up to \$5,000 for a sonic wall to protect the Communications Center network from hackers and other outside attacks. All in favor. Voice Vote, Approved.

Roll call vote;

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

Motion carried.

## **FINANCIAL REPORT AND BILL PAYMENT RESOLUTION**

### **REQUEST FOR CREDIT CARD**

In response to the Board's request for information regarding County policies in reference to credit cards, ASA McKee offered the following information;

*There is nothing in the ordinance creating the ETSB or the bylaws of the ETSB that expressly prohibits the ETSB from having a credit card. There are not any County policies, to my knowledge, that address this for an agency such as the ETSB. If a credit card is to be used for convenience in paying for expenditures that have been budgeted and approved by the Board rather than to incur additional debt, I believe it would be acceptable as long as the Board approves obtaining and using a credit card (with specific terms, authorized users, spending limits, etc).*

The Board requested that credit card policy be developed and presented to the Board at the next meeting. Mr. Little directed that Ms. Gamble produce the credit card policy that was in place before the credit card was eliminated for the Board's review.

**BILL PAYMENT RESOLUTION**

Mr. Reardon made a motion and Mr. Corner made the second to approve the July 21, 2016 Bill Payment Resolution as presented.

Roll call vote;

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

Motion carried.

The July 21, 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 May 2016. The May 2016 Compilation reports are attached and made a part of these minutes.

The May 2016 Compilation reports were received and filed.

**CLOSED SESSION**

None.

**FOR THE GOOD OF THE ORDER**

Executive Director Fleming introduced Ms. Patricia Duffy as the newly hired Assistant CAD Administrator and welcomed her aboard.

**MOTION TO ADJOURN**

Mr. Reardon made a motion to adjourn the meeting of July 21, 2016 and Mr. Cornier made the second.

Motion carried.

The July 21, 2016 Cook County Emergency Telephone System Board meeting was adjourned at 11:05 a.m.

Cook County ETSB  
July 21, 2016 Minutes

**Next Meeting  
Cook County Communications Center  
9511 Harrison  
Des Plaines, IL 60016  
Thursday, July 21, 2016  
9:30 p.m.**

---

Shereen Gamble, Administrative Analyst

Date