



**Cook County
Emergency Telephone System Board**

**9511 Harrison St, Des Plaines, IL 60016
Cook County Communications Center
Wednesday, July 28, 2017
2:00 p.m.**

ATTENDANCE

Board members in attendance were Mr. Michael Boyce Scott Cassidy, Mr. John Cornier and Mr. Jay Reardon and Mr. Jeffrey Rodrigues. Absent were Ms. Joellen Bailey and Thomas Fleming.

Also present was Ms. Shereen Gamble, Administrative Analyst, Mr. Martin Bennett, Cook County Sheriff's Police and Ms. Kathleen McKee, Cook County State's Attorney.

CALL TO ORDER

Mr. Martin Bennett called the meeting to order at 2:07 p.m.

Mr. Bennett noted that although Mr. Thomas Fleming is retiring from the Cook County Sheriff's Police Department effective today, he will remain a member of the Board.

MOTION TO APPROVE MINUTES

Mr. Boyce made a motion and Mr. Cassidy made the second to approve the Board meeting minutes of June 4, 2017 as presented. All in favor. Voice Vote, Approved.

Motion carried.

LEGISLATIVE REPORT

Mr. Kelly submitted the following legislative update:

July 20, 2017

On July 1, 2017, the Illinois Legislature, by a large majority in both chambers, overrode the veto of Governor Rauner on HB 1811 which extended the Emergency Telephone System Act to December 31, 2020 and increased the 9-1-1 surcharge to \$1.50. The legislative efforts of both INENA and ILAPCO and their Legislative Representative, John Lowder, kept attention focused on the legislation and the pressure on the legislators to support the Illinois 9-1-1 system. As you may recall, the Emergency Telephone System Act renewal and surcharge increase was originally found in SB 1839 which also passed both houses of the legislature. On June 29th, Governor Rauner used an amendatory veto to strike the surcharge increase language in SB 1839. The bill was brought back to the Legislature on June 30, however for technical reasons, the veto override could not be used on SB 1839, so the language of SB 1839 was moved to HB 1811 which was passed and also vetoed by Governor Rauner on June 30th. This was the bill that was acted upon by the Legislature on July 1 and has now become Public Act 100-0020.

The major points of the bill are as follows:

- The Emergency Telephone System Act sunset language was extended to December 31, 2020.

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- Technical changes necessary for the operation of the Statewide 9-1-1 Administrator's office and some definitions found in Section 2 of the Act were modified.
- The surcharge amount was increased from the current \$.87 to \$1.50 outside the City of Chicago. The City of Chicago surcharge was increased from \$3.90 to \$5.00. The increase in surcharge will take effect on January 1, 2018.
- The use of the increased surcharge funds was made more specific for NG9-1-1 technology. Amounts were also appropriated for additional grants to the ETSBs.
- Another major portion of the Act is a rewrite of the Telecommunications Act to allow the major carriers to begin the process of phasing out wireline telephone service. The carriers will not be able to abandon wireline service without further approval of the F.C.C. and a showing that citizens will not be left with no means of telephone communication.

The Statewide 9-1-1 Advisory Board was scheduled to meet on July 24th but that meeting has been cancelled. There are still questions as to how much money each system may receive from the increased surcharge, and the 9-1-1 Office has not yet provided this information. Finally, the Legislature has also indicated that there may be a sweep of surcharge funds. The initial amount mentioned was \$5.9 million dollars. INENA and ILAPCO are working with our Legislative Representative behind the scenes to discourage any sweep of surcharge funds due to its impact on the potential for Illinois to receive grant funds from the federal government.

COMMUNICATIONS OPERATIONS REPORT

EXECUTIVE DIRECTOR POSITION

Mr. Bennett reported that although Mr. Fleming will remain on the ETSB as a board member, he has decided to step down as acting director. Mr. Fleming is recommending that Mr. Bennett assume the duties as Acting Executive Director of the ETSB.

Mr. Reardon made a motion and Mr. Rodrigues made the second to appoint Mr. Bennett as Acting Executive Director of the ETSB. All in favor. Voice Vote, Approved.

BACK UP PSAP CONSTRUCTION UPDATE

The expansion of the backup center in Maywood is in progress. The expansion will provide the Comm Center with the ability to add an additional 13 positions to the 6 existing positions. Construction is expected to be finished in late August with the furniture scheduled to be delivered in September and the center tentatively operational in early October.

The Backup PSAP is currently tested monthly, however once operational it will be used as a warm Backup and staffed 2 – 3 days per week.

RESOLUTION TO ACCEPT CITY OF BLUE ISLAND

Dispatch services with the City of the Blue Island are set to begin on 11/1/17. In order to comply with the consolidation legislation, the Cook County ETSB will have to pass a resolution to accept the City of the Blue Island into the ETSB to coincide with the consolidation approval from the Illinois State Police.

Cook County will dispatch police services and Orland will dispatch for fire. Mr. Bennett added that this is the same document that was approved for the Village of Berkeley.

Mr. Reardon made a motion and Mr. Rodrigues made the second to approve the Resolution to accept the City of Blue Island as part of the Cook County 911 system. All in favor. Voice Vote, Approved.

Mr. Bennett relayed that he is in talks with 4 other agencies in the same division as Berkeley that have shown an interest in consolidation.

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VILLAGE OF BERKELEY SURCHARGE RESOLUTION

As previously discussed at the last meeting the Cook County ETSB received the Village of Berkeley's surcharge checks for January, February, March and April 2017. Berkeley did not consolidate until 5/1/17. This resolution would allow for surcharge payments for 9-1-1 related expenditures prior to the Cook-Berkeley consolidation.

The Village of Berkeley had to dissolve their ETSB in order to consolidate and because there is at least a 3 month delay in the receipt of 9-1-1 surcharge monies from the State, the State will forward 9-1-1 surcharge to the County for January – April because the Village of Berkeley no longer has a mechanism in place, an ETSB, to accept the 9-1-1 surcharge funds. The Village of Berkeley has allocated the funds to purchase a bi-directional amplifier.

This will need to be done with all future consolidations and will be incorporated into the MOU.

Mr. Reardon made a motion and Mr. Boyce made the second to approve the Berkeley Surcharge Resolution to return all 9-1-1 surcharge funds received before the May 1, 2017 consolidation date. All in favor. Voice vote, Approved.

ISSUES WITH THE VILLAGE OF DIXMOOR'S TELEPHONE LINES

Staff has been notified of two issues regarding the Village of Dixmoor's Communications Center in which they were not able to process 9-1-1 transfers. Staff has generated a letter to address these issues through the Chief of Police.

The Board questioned if there is a reason why Dixmoor would not be willing to consolidate. Mr. Bennett responded that the Village of Dixmoor is already part of the County's system and not required to consolidate. Mr. Bennett and Mr. Fleming met with village officials regarding possible consolidation, which would provide more effective service to the residents of Dixmoor; however no action was taken by officials.

The Board advised Mr. Bennett to speak with the Statewide 911 Administrator regarding the matter and provide her a copy of the letter to the Village of Dixmoor. Mr. Bennett added that the County is responsible for the emergency call for service until it is transferred to the appropriate agency. The Sheriff's Police or Harvey Fire Department will be dispatched to Dixmoor if necessary.

POWERPHONE CONTRACT AMENDMENT

PowerPhone has successfully deployed the CACH (Computer-Aided Call Handling). At this time Motorola was not able to deliver an interface that was promised in March of 2017. This interface will not be ready until 2nd quarter of 2018. Staff is requesting the release of the final payment to PowerPhone as the delay in integration is of no fault to this vendor. Staff has worked with ASA McKee for a satisfactory amendment to this contract.

Mr. Bennett added that Motorola did not deliver the full CACH version and CACH lite, which Motorola provided at no cost, is currently being utilized. Motorola cannot deliver the full version with the current version of CAD and has a projected delivery date of July 2018.

PowerPhone delivered the final product and is fairly requesting payment because the delay in implementation is not due to their failure to deliver.

Mr. Reardon made a motion and Mr. Cornier made the second to approve the amendment to the PowerPhone contract.

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Roll call vote;

Bailey	Absent
Boyce	Yes
Cassidy	Yes
Cornier	Yes
Fleming	Absent
Reardon	Yes
Rodrigues	Yes

Motion carried.

FINANCIAL REPORT

AT&T Bill FROM 2013

In May 2017 we received a bill from AT&T from 2013 for services provided in 2013 for \$6,894.76. Our AT&T account rep indicated that it was for work completed on our 911 Telephone System but couldn't explain why it took 4 years to bill us for the work. Staff is unable to verify if the work was completed.

The Board responded that burden is on AT&T to provide documentation to validate the claim. AT&T should provide the results of the investigation to the Board.

September Bill Payment Resolution

Significant Items to Report;

- Payment to Mercury System on behalf of the Village of Berkeley for \$18,863.76.
- Payment to Watson Furniture for \$118,618.70 for 50% of console furniture for back up PSAP.
- Payment to PowerPhone for \$14,013.40 for additional work required for Protocol Dispatch.

Mr. Corner made a motion and Mr. Reardon made the second to approve the July 28, 2017 Bill Payment Resolution as presented.

Roll call vote;

Bailey	Absent
Boyce	Yes
Cassidy	Yes
Cornier	Yes
Fleming	Absent
Reardon	Yes
Rodrigues	Yes

Motion carried.

The July 28, 2017 Bill Payment Resolution is attached and made a part of these minutes.

Purchasing Policy

The purchasing policy as currently written requires approval of the Chairman in many instances, however in recent years this position has been frequently vacant for long periods. In order to ensure that the Board continues to run efficiently, staff is requesting that the policy be revised to also assign the powers of the Chairman to be also assigned to the Executive Director and the following revisions are being recommended.

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1. Direct pay procurements changed from “\$1,500 and under” to “\$5,000 and under.”
2. Small procurements changed from “\$1,501 through \$15,000” to “\$5,001 through \$15,000.”
3. Small procurements (\$5,001 through \$15,000), sole source and emergency procurements can be made by either the Chairman or Executive Director. These were previously limited to the Chairman.
4. The section requiring payments for small procurements to be submitted to the Treasurer was deleted as there is no Treasurer now and all payments go through the Board.
5. Advance payments section modified to state that ETSB will use best efforts to avoid making payments in advance, but may do so with appropriate documentation and approval.

The Executive Director will continue to follow all policies and directives of the Board.

The Board questioned if the revised purchasing policy mirrors the County’s policy. ASA McKee responded that the County’s policy’s limits are higher.

Mr. Corner made a motion and Mr. Cassidy made the second to adopt the revised Purchasing Policy as presented. All in favor. Voice vote, approved.

Compilation Reports

A representative from Selden Fox was not in attendance at the Board meeting to review the Compilation Report. The April 30, 2017 Compilation Reports were received and filed.

The April 30, 2017 Compilation reports are attached and made a part of these minutes.

Draft of 10 Year Plan

Mr. Bennett reviewed a draft of the 10 year plan. The plan includes upgrades to consoles, furniture and equipment and expanding the footprint of the Comm Center due to anticipated growth from consolidations.

Several agencies have received extensions from the Statewide Advisory Board however these agencies will need to eventually comply with the law. The Comm Center has ample space for growth and the ability to simultaneously operate both the Des Plaines and Maywood sites.

Staff will continue work to finalize the draft.

CLOSED SESSION

None.

PUBLIC COMMENTS

None.

FOR THE GOOD OF THE ORDER

None.

MOTION TO ADJOURN

Mr. Boyce made a motion to adjourn the meeting of July 28, 2017, second Mr. Cornier.

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Motion carried.

The July 14, 2017 Cook County Emergency Telephone System Board meeting was adjourned at 3:21 p.m.

Next Meeting
Thursday, September 21, 2017
9:30 p.m.
Cook County Communications Center, Room LL11
9511 Harrison
Des Plaines, IL 60016

Shereen Gamble, Administrative Analyst

Date