



Cook County Emergency Telephone System Board

9511 Harrison St, Des Plaines, IL 60016
Cook County Communications Center
Thursday, September 1, 2017
9:30 a.m.

ATTENDANCE

Board members in attendance were Mr. Michael Boyce, Ms. Joellen Bailey, and Mr. Scott Cassidy (Mr. Cassidy left the meeting at 10:05 a.m.), Mr. John Cornier, Mr. Thomas Fleming, Mr. Jay Reardon, Mr. Jeffrey Rodrigues.

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

CALL TO ORDER

Executive Director Bennett called the meeting to order at 9:36 a.m.

MOTION TO APPROVE MINUTES

Mr. Fleming made a motion and Mr. Cornier made the second to approve the Board meeting minutes of July 28, 2017 as presented. All in favor. Voice Vote, Approved.

Motion carried.

LEGISLATIVE REPORT

Mr. Kelly submitted the following legislative update:

September 2017

The Legislature has adjourned and probably won't be back in session until the Veto Session which will be held October 24-26 and November 7-9. The Statewide 9-1-1 Board met on August 28th and approved a number of consolidation plans. They did not take any other actions. The information I have received indicates that the new surcharge amount will begin being collected on January 1, 2018 and that the 9-1-1 systems may see these new funds in April or May of 2018. The 9-1-1 Administrator's Office has not yet provided an estimate of how the increase in surcharge will affect the individual ETSBs.

The Legislature has approved "sweeping" \$5.9 million from the surcharge fund, however, the money has not been taken and the Illinois APCO/NENA legislative committee and lobbyist are working to prevent any sweep. The Statewide 9-1-1 Advisory Board has canceled its September meeting. The terms of six members of the statewide 9-1-1 Advisory Board expired on August 31, 2017. The Governor has not yet announced whether those members will be reappointed or whether he has named new appointees.

COMMUNICATIONS OPERATIONS REPORT

BACK UP PSAP CONSTRUCTION UPDATE

The construction in the backup center is finished and the furniture will be delivered on 9/30/2017. The

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delivery date was pushed back by the vendor. The backup PSAP is expected to be operational by early November.

There are currently 6 consoles in the backup. With the new console furniture, it will be a total of 13 positions with 10 being fully operational.

ISSUES WITH THE VILLAGE OF DIXMOOR'S TELEPHONE LINES

At the direction of the Board, Director Bennett met with the Statewide Administrator Cindy Barbera-Brelle on August 2, 2017 regarding the recent issues with the Village of Dixon's telephone lines. Ms. Barbera-Brelle reviewed the current protocols of the 9-1-1 Center in the event of another telephone line issue. It was found that the 9-1-1 Center protocols sufficiently cover all of the bases to ensure that a police and/or Fire/EMS response is dispatched in a timely manner.

The first incident involved a transferred 911 call being answered by voicemail and the second incident was a notification by a phone company that Dixmoor did not have phone service. A letter was sent to Dixmoor however there has been no response.

Many municipalities and villages have switched to VOIP to save money but this has led to unreliable phone service.

Executive Director Bennett added that the Comm Center does reach out to Blue Island when the Village of Dixmoor is unable to respond, however in November Blue Island will be consolidating with Cook County. The Sheriff's Office will respond for all law enforcement issues as necessary and the Village of Harvey will be requested to respond for fire if the Dixmoor cannot be contacted.

The Board directed that Executive Director Bennett should involve First Deputy Chief Parks and First Deputy Chief White. Also send the letter by certified mail to ensure delivery.

ISSUES WITH THE VILLAGE OF FORD HEIGHTS' TELEPHONE LINES

Staff was notified of multiple issues regarding the Ford Heights phone lines. Director Bennett has addressed these issues, in writing, with the Village and is awaiting a response.

The first incident was notification to the County that the Ford Heights phone lines were down and that County was to call a specific cell phone for fire calls.

The second incident was a fire call for that could not be transferred to Ford Heights because the phone lines were still down and the interop radio was not being monitored. South Chicago Heights was called and responded. A County officer was sent to the firehouse to notify Ford Heights.

Staff followed up with several phone calls and a letter to the Village of Ford Heights requesting a resolution to the issues. There has been no response from Ford Heights.

The Board again directed that Executive Director Bennett should involve First Deputy Chief Parks and First Deputy Chief White. Also send the letter by certified mail to ensure delivery. Executive Director Bennett should also contact the Statewide 911 Administrator to determine what, if any, action can be taken by the Board and contact Mr. John Kelly to determine if there are any consequences the Board can impose if the proper steps are not taken to resolve the issue.

VILLAGE OF STONE PARK’S REQUEST TO OPT OUT OF THE COUNTY’S SYSTEM

The Village of Stone Park has requested to opt out of the Cook County ETSB and join the Proviso-Leyden ETSB.

The Village of Stone Park was in talks with Cook County to contract for dispatching services, however due to the proximity of the other municipalities that are adjacent to Stone Park; they felt that NORCOMM was a more feasible option.

ASA McKee has prepared a resolution should the Board consent with the Village of Stone Park’s request.

Executive Director Bennett added there is a lengthy process that involves completing another consolidation application for both Cook County and Leyden in order to make the transition.

Mr. Fleming made a motion and Ms. Bailey made the second to approve the Village of Stone Park’s request to opt out of the Cook County ETSB. All in favor. Voice vote, approved.

Motion carried.

REQUEST FOR CALL TAKER FUNDING

Staff is requesting that the call taker hire back be temporarily funded through ETSB when Blue Island consolidates. Currently, ETSB has open Executive Director and Telecommunicator position that have been vacant since January that can be used as a source for this funding. Staff is requesting funding not to exceed \$8,000 for November. Funding for FY2018 for the call taker budget will be requested in the budget.

Executive Director Bennett stated that the County’s budget cuts has required that overtime be kept at a minimum and imposed a hiring freeze since July. With staffing being low, Blue Island consolidating in November and increasing administrative calls and 9-1-1 call volumes by 125 calls per day, it is necessary to seek funding for the call taker position. The request for \$8,000 for November for the call taker position can be justified by the 2 ETSB positions that have been vacant for the majority of the year and by the fact that Blue Island will be bringing an estimated \$120,000 in revenue in 2018.

Mr. Fleming made a motion and Ms. Bailey made the second to fund the call taker position in a not to exceed amount of \$8,000 for November 2017.

Roll call vote;

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

Motion carried.

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911 PHONE SYSTEM MAINTENANCE CONTRACT

Staff is currently working with Mercury System Corporation and Zetron regarding the phone maintenance contract. Part of the contract will be prorated from July 2017 to November 2017. The 2018 figures will be included in the ETSB budget.

In the past, Zetron did not charge for software maintenance. Now, as become the trend with most vendors, Zetron is offering maintenance agreements for software in addition to hardware. Through negotiations, we have gotten the price down significantly and will be finalizing agreements to present at the next meeting.

The Board directed Executive Director Bennett to look at other items that this may be required in the future and list the pros and cons of purchasing software maintenance agreements on those items as well if necessary.

This should also be addressed in all future contacts instead of after the fact.

FINANCIAL REPORT

RECONCILIATION FOR COOK COUNTY FOR SALARIES

The Cook County Budget Department is questioning a deficient listed on the 535 ETSB account. Staff has been working with the Sheriff’s Budget Department to determine the discrepancy. There are two issues being discussed as the source of the discrepancy. The first, the transfer of all the telecommunicators to the 535 payroll in 2012 when the ETSB authorized a grant to the Sheriff’s Office for \$1,993,299 and the second is the formula by which the Forest Preserve reimburses the County for the 3 telecommunicators on the 535 payroll that are funded by the Forest Preserve.

SEPTEMBER BILL PAYMENT RESOLUTION

Significant Items to Report;

- Payment to Motorola for the kick off of the IDOT project for \$230,045.20 The ETSB received IDOT’s payment in July.

The payment from IDOT was received by the ETSB in July in accordance with the MOU.

Mr. Boyce recused himself from the vote due to a conflict of interest with payment to the Department of Facilities Management for the build out of the Back up and his oversight of that project.

Mr. Reardon made a motion and Mr. Fleming made the second to approve the September 21, 2017 Bill Payment Resolution as presented.

Roll call vote;

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

Motion carried.

The September 21, 2017 Bill Payment Resolution is attached and made a part of these minutes.

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Compilation Reports

Ms. Aimee Schroder, reviewed the he Compilation Report. The July 30, 2017 Compilation Reports were received and filed.

The July 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.

The Board directed that the video matrix be increased to \$250,000 and that integration to other CAD systems be included.

CLOSED SESSION

None.

PUBLIC COMMENTS

None.

FOR THE GOOD OF THE ORDER

None.

MOTION TO ADJOURN

Mr. Fleming recommended that the next meeting ben held at the Sheriff’s Police headquarters in Maywood.

Ms. Bailey made a motion to adjourn the meeting of September 21, 2017, second Mr. Cornier. All in favor. Voice vote, approved.

Motion carried.

The September 21, 2017 Cook County Emergency Telephone System Board meeting was adjourned at 10:57 a.m.

**Next Meeting
Wednesday, November 1, 2017
9:30 a.m.
Cook County Sheriff’s Police, Room 151
Maywood, IL 60153**

Shereen Gamble, Administrative Analyst

Date

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