

EFFINGHAM COUNTY EMERGENCY TELEPHONE SYSTEM BOARD MINUTES
December 13, 2016 Noon
EFFINGHAM COUNTY BUILDING 3rd FL BOARD ROOM

Board Members Present: Mike Schutzbach, Wayne Rubach, Julie Stephens, David Mahon, Cody Hartke, Johnathon Paholke, Nick Althoff

Absent: Larry Thies

Others Present: Herb Meeker, Greg Sapp, Jodi Moomaw, Tina Daniels, Cindy Thies, Billie Bales, Deb Prather, Jason Repking, David Campbell, Randy Neal, Dave Landreth, Chief Paul Kuhns

Minutes

On a motion by M Schutzbach seconded by J Stephens minutes of the November 15, 2016 meeting were approved as written. ***Motion carried.***

Financial & Expenditure Report

M Schutzbach gave the financial report showing a November 30, 2016 balance of \$515,169.71 along with an Expenditure Statement totaling \$18,185.93. D Mahon motioned and W Rubach seconded to accept the financial & expenditure reports. Roll call vote: (Approving Votes: Althoff, Schutzbach, Mahon, Rubach, Stephens, Hartke, Paholke; Disapproving Votes: 0; Absent: Thies). ***Motion carried.***

Deb Prather – Consolidated 9-1-1 Equipment Transitions to Indigital Data Base Provider

Deb Prather, from Indigital Data Base, explained the transition from Consolidated 9-1-1 Equipment to Indigital Data Base. Indigital has been in business since 1996 and works only with 9-1-1 systems. They are working with Illinois Consolidated to become our 9-1-1 network provider. Illinois Consolidated chose not to replace the selective router that is at “end of life”. Indigital is working with Coles, Moultrie, Christian, Shelby and Montgomery. She explained she needs a signed network services agreement, from Effingham County ETSB, so they can start to coordinate the network conversion mid to late next year. She reported the state does pay all the network costs and there are no start up charges. There would be no cost to the county ETSB.

West & Co. Engagement Letter – Fees not to exceed \$5,800

J Paholke motioned and D Mahon seconded to authorize Chairman Nick Althoff to sign the engagement letter with West & Co. in order to proceed with the audit; fees are not to exceed \$5,800. Roll call vote: (Approving Votes: Althoff, Schutzbach, Mahon, Rubach, Stephens, Hartke, Paholke; Disapproving Votes: 0; Absent: Thies). ***Motion carried.***

Committee Reports

- HR Committee – Recommendations for Salary Schedule for ETSB Employees

D Mahon motioned and C Hartke seconded to accept the recommendations on the salary schedule for the ETSB personnel as follows:

Roll call vote: (Approving Votes: Althoff, Schutzbach, Mahon, Rubach, Stephens, Hartke, Paholke; Disapproving Votes: 0; Absent: Thies). ***Motion carried.***

Systems Administrator - \$21.67/Hr. Not to exceed 11.5 hours a week, without Board approval. A timesheet will be presented and approved, with the monthly bills, at the regular monthly 9-1-1 meeting.

The Systems Administrator will be compensated a bonus per quarter, taking into consideration hours already paid that quarter, up to a maximum of \$3,250 paid per quarter. Making Systems Administrator earnings \$3,250 per quarter/\$13,000 per year.

Informational Technology Specialist - \$10.00/Hr. A timesheet will be presented and approved, with the monthly bills, at the regular monthly 9-1-1 meeting. Any combination of county IT or 9-1-1 IT hours over 40 hours per week will be paid at time and a half at the appropriate hourly rate. The IT Specialist will be compensated a bonus per quarter, taking into consideration hours already paid that quarter, up to a maximum of \$2,500 paid per quarter. Making IT Specialist earnings \$2,500 per quarter/\$10,000 per year paid by 9-1-1.

Addressing Specialist – 9-1-1 minutes (June 18, 2002) reflect an agreement to increase wages at the same percent as made by Effingham County FOP agreement. A timesheet will be presented and approved, with the monthly bills, at the regular monthly 9-1-1 meeting.

September 1, 2014 to August 31, 2015 - \$16.09/Hr. as computed by the weighted average overtime formula calculations recommended by the Department of Labor.

September 1, 2016 to August 31, 2016 - \$16.49/Hr. as computed by the weighted average overtime formula calculations recommended by the Department of Labor.

September 1, 2016 to August 31, 2017 – \$16.90/Hr. as computed by the weighted average overtime formula calculations recommended by the Department of Labor.

Administrative Aide - 9-1-1 minutes (April 11, 2006) reflect an agreement to increase wages at the same percent as afforded to the Addressing Specialist. A timesheet will be presented and approved, with the monthly bills, at the regular monthly 9-1-1 meeting.

September 1, 2014 to August 31, 2015 - \$16.09/Hr.

September 1, 2016 to August 31, 2016 - \$16.49/Hr.

September 1, 2016 to August 31, 2017 – 16.90/Hr.

Addressing Reports

- Tina Daniels reported addressing 5 new addresses in November. Daniels reported since she does not have a local contact with Consolidated, she has had trouble with getting corrections made. She has to deal with someone out of California. Daniels said she will be glad to deal with the Indigital Data Base Provider, which is located locally.

System Administrator’s Report

PSAP OPERATIONS NOVEMBER STATS (SEE ATTACHED DETAILED REPORT)

TOTAL CITY/COUNTY 911 WIRELESS CALLS	638	TOTAL CITY/COUNTY LANDLINE CALLS	1062
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- J Moomaw explained with Indigital being our network provider we will not need an onsite ANI/ALI data base.
- Moomaw said we paid 2 months maintenance (Nov/Dec) support for our phone system, Vesta Pallas, which is now at “end of life”. We will still have support, but a new contract is being implemented to be billed at time and material, but replacement parts are no longer being made. Eventually we will need to replace our current telephony system to a system that will be compatible for Next Gen, texting, and video.

IT Report

- See attached monthly report. Repking ordered 2 monitors and stands for the city and ordered and installed printer for county.

Old Business

- Update on By-Laws – D Mahon reported John Kelly has submitted his revisions. The Board will review these changes and vote on adopting the revised by-laws at the January meeting.

New Business

- None reported

General Information/Public Comments

- David Landers, Senior Account Manager at Motorola, was present and reported he will be leaving Motorola the end of January.

Adjournment/Next Meeting

On a motion by M Schutzbach and seconded by J Paholke the meeting was adjourned. ***Motion carried.*** The next regular Effingham County Emergency Telephone System meeting will be on the Third Floor at the Effingham County Building on Tuesday, January 10, 2017 at 12:00 P.M. (NOON) preceded by the Quarterly Emergency Service Agencies Meeting at 11:45 A.M.

Minutes Submitted by Joyce Worman
Administrative Aid to the 911 Board