

EFFINGHAM COUNTY EMERGENCY TELEPHONE SYSTEM BOARD MINUTES
March 17, 2020 Noon
EFFINGHAM COUNTY BUILDING 3rd FLOOR BOARD ROOM

Board Members Present: Julie Stephens, Dave Campbell, Dave Mahon, Wayne Rubach, Jason McFarland
Absent: Larry Thies, Mike DePoister, David Budde, Bob Tutko
Others Present: Jodi Moomaw, Tina Daniels, Jason Repking, Doug McCain, Chief Deputy Paul Kuhns, Billie Bales

Recognition – Plaque Presentation to Jodi Moomaw for 25 Years of Service

J Moomaw was presented a plaque for her 25 years of service working with the 911 Board. She will be leaving March 31, 2020.

Minutes

On a motion by D Mahon seconded by J McFarland minutes of the February 18, 2020 meeting were approved as written. *Motion carried.*

Financial Report & Expenditure Report

A financial report was given by W Rubach showing a February 29, 2020 balance of \$713,183.32 along with an Expenditure Statement for bills to be approved for \$8,440.79. D Campbell motioned/D Mahon seconded to accept the financial & approve expenditure reports. Roll call vote: (Approving votes: J Stephens, D Campbell, D Mahon, W Rubach, J McFarland) : Disapproving Votes: 0: Absent: L Thies, M DePoister, D Budde, B Tutko). *Motion carried.*

Committee Reports

Human Resource Committee – Action on Personnel

- W Rubach motioned/D Mahon seconded to accept applications (detailed resume) for a Systems Administrator through Thursday, April 9 at 3:00 PM. Voice vote: (Approving votes: J Stephens, D Campbell, D Mahon, W Rubach, J McFarland) : Disapproving Votes: 0: Absent: L Thies, M DePoister, D Budde, B Tutko). *Motion carried.*
- The Human Resource Committee will meet on Monday, April 13, 2020 at 12:30 PM to go through the applications. A recommendation will be made to the ETSB Full Board on Tuesday, April 21, 2020 at noon.

Addressing Reports- Tina Daniels

- Tina Daniels reported addressing 5 new addresses in February.
- The Effingham County Highway Department installed TREC Trail signs last November. Jill Zerrusen created a TREC Trail Map that has been distributed to the 1st Responders. There will be a Spillman map update at the end of the week and the changes will then show on the TREC Trail layer of the CAD map.

System Administrator's Report – Jodi Moomaw

- Submitted monthly 9-1-1 phone data and CAD data for both PSAP's (see attached).
- Text will be added to the monthly report. Moomaw said we filed, with the FCC, in order to be text certified. The Board would like the public to be aware of the availability to now text to 9-1-1. They discussed adding this to the social media sites and the ETSB, City and County websites. Moomaw advised the preferred and best way would be a voice call to 9-1-1. However, during certain situations, texting 9-1-1 is now available for the hearing impaired or unable to speak to get help with an emergency for Effingham County.

- Moomaw reported all the state meetings were cancelled but one.

IT Report- Jason Repking

- Submitted monthly report (attached)

Old Business

- Assistant Fire Chief Matt Kulesza "I AM Responding" Access for Fire Departments – J Moomaw reported there will be no additional charges with Motorola/Spillman to bring other agencies onto the City's original contract. D Campbell motioned/D Mahon seconded to table until the April meeting when more Board Members were present and the proposal was reviewed (attached). Voice vote: (Approving votes: J Stephens, D Campbell, D Mahon, W Rubach, J McFarland) : Disapproving Votes: 0: Absent: L Thies, M DePoister, D Budde, B Tutko). *Motion carried.*

New Business

- J Moomaw presented a picture of the original 9-1-1 Board.

General Information/Public Comments

- Doug McCain asked if the telecommunicators were asking 9-1-1 callers questions pertaining to the Coronavirus. They have several questions they have been trained to ask regarding fever, being out of the country etc.
- Billie Bales said April is 9-1-1 Education month, but due to the Coronavirus and school being cancelled, there may not be any on site education at the schools. She will be using ads through WXF and WCRC.

Adjourn/Next Meeting

On a motion by D Mahon and seconded by W Rubach the meeting was adjourned to April 21, 2020 at Noon in the 3rd Floor Board Room at the Effingham County Building preceded by the Quarterly Emergency Service Agencies Meeting at 11:45 AM . *Motion carried.*

Minutes Submitted by Joyce Worman,
Administrative Aide for 9-1-1

Effingham County Information Technology

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911 MONTHLY REPORT

Reporting Period: February 2020

Preventative Daily Maintenance and Monitoring:

- Spillman Server
 - Backup Logs
 - System Resources
 - Security Log
 - System Log
 - Software Log
 - Drive Space

- Spillman Software
 - Cleaned up old processes
 - Removed temporary files
 - Check system resources (Memory, CPU Processors)

- Review Spillman correspondence

911 Network Support

- Spillman install T-Town Fire
- Webpage Update
- Spillman Patch
- Server down issue
- VPN to Spillman
- City Dispatch PC hardware issue
- City PD user issues

Respectfully Presented March 17, 2020,
Jason Repking, IT Specialist