

EFFINGHAM COUNTY EMERGENCY TELEPHONE SYSTEM BOARD MINUTES
May 19, 2020 Noon
EFFINGHAM COUNTY BUILDING 3rd FLOOR BOARD ROOM

Board Members Present: Julie Stephens, Dave Campbell, Dave Mahon, Larry Thies, Wayne Rubach, Mike DePoister, Bob Tutko, David Budde (came late)

ZOOM: Jason McFarland

Others Present: Tina Daniels, Jill Zerrusen, Jason Repking, Billie Bales, Chief Paul Kuhns, Greg Sapp

Closed Session - Personnel

D Campbell motioned/M DePoister seconded to go into closed session. Roll call vote: Approving votes: J McFarland, W Rubach, D Campbell, D Mahon, L Thies, J Stephens, M DePoister, B Tutko: Disapproving Votes: 0 Absent: D Budde). *Motion carried.*

W Rubach motioned/M DePoister seconded to come out of closed session. Voice Vote: 9-0. *Motion carried.*

Minutes

L Thies motioned/D Budde seconded minutes of the April 21, 2020 meeting were approved as written. *Motion carried.*

Financial Report & Expenditure Report

A financial report was given by W Rubach showing an April 30, 2020 balance of \$845,788.58 along with an Expenditure Statement for bills to be approved for \$32,139.82. \$17,242.50 will be paid for the "IAM Responding software. D Mahon motioned/B Tutko seconded to accept the financial & approve expenditure reports. Roll call vote: Approving votes: J McFarland, W Rubach, D Campbell, D Mahon, L Thies, J Stephens, M DePoister, B Tutko, D Budde: Disapproving Votes: 0 Absent: 0). *Motion carried.*

Committee Reports

- None reported.

Addressing Reports- Tina Daniels

- Tina Daniels reported addressing 7 new addresses in April.
- T Daniels reported the state has received 100 licenses for ARC GIS Pro and will be distributing them free to the first 100 PSAP's, upon request. This includes maintenance for 3 years. The annual maintenance, after 3 years, will be approximately \$700.00. This software was supposed to be used with the GEO validation software, but Spillman forgot to include it. Spillman will be crediting our account for \$700.00.

System Administrator's Report – Tina Daniels

- Submitted monthly 9-1-1 phone data and CAD data for both PSAP's (see attached).
- T Daniels stated she has set up Watson with IamResponding.com and it seems to be working o.k. She has started on Altamont. Tina said she has emailed the Fire Chiefs to see who will be their custodians on the software.
- T Daniels reported she attended the joint INENA/APCO meeting via ZOOM. They will be setting up their Legislative Meeting for June 18 or 25. The distribution of 9-1-1 funds fiscal year ends June 30, 2020. The 9-1-1 State Board is trying to get a 6 month or 1 year extension to keep revenue flowing. Chicago may be asking for an increase in surcharge. If so the downstate will, also, be asking for an increase.

- INENA is potentially meeting, in Effingham, July 9. The Leadership Symposium, which was scheduled for Effingham, has been postponed.
- D Mahon motioned/M DePoister seconded to send (4) employees at \$1,000/each to the Annual Spillman Conference October 25-28, if it is still being held. It is in the FY20 budget. Roll call vote: Approving votes: J McFarland, W Rubach, D Campbell, D Mahon, L Thies, J Stephens, M DePoister, B Tutko, D Budde: Disapproving Votes: 0 Absent: 0). ***Motion carried.***
\$3,625 is already paid through the maintenance agreement with Spillman and the \$700.00 credit for the ARC GIS pro can be used. Registration opens June 1 and T Daniels, B Bales, J Zerrusen and J Repking will be going. This does not include hotel/travel costs.

IT Report- Jason Repking

- Submitted monthly report (attached)
- Upgrade Laptop 911 Secretary – D Campbell motioned/L Thies seconded to purchase a laptop for \$758.82 and Microsoft Office for \$247.46 for the 911 Secretary. Roll call vote: Approving votes: J McFarland, W Rubach, D Campbell, D Mahon, L Thies, J Stephens, M DePoister, B Tutko, D Budde: Disapproving Votes: 0 Absent: 0). ***Motion carried.***
- Repking reported he has the new server. He has a conference call tomorrow and the equipment to set the old server up as a backup.

Old Business

- Action on Closed Session - Offer and Hire Addressing Specialist – D Mahon motioned/W Rubach seconded to offer & hire Jill Zerrusen as the new 9-1-1 Addressing Specialist for the same pay, consistent with the FY20 Salary Schedule for the Addressing Specialist, effective today. Roll call vote: Approving votes: J McFarland, W Rubach, D Campbell, D Mahon, L Thies, J Stephens, M DePoister, B Tutko, D Budde: Disapproving Votes: 0 Absent: 0). ***Motion carried.***

New Business

- None reported.

General Information/Public Comments

Discussion was held regarding a new PC for the 3rd Floor 9-1-1 office. It may be needed for Addressing.

Adjourn/Next Meeting

On a motion by D Mahon and seconded by W Rubach the meeting was adjourned to June 16, 2020 at Noon in the *1st Floor Conference Room at the Effingham County Building. ***Motion carried.***

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

*Elevators will be closed for renovation

Effingham County 9-1-1

Police Fire EMS

Public Safety Answering Points

Effingham County SO. 101 N. 4th St.

Effingham City PD. 206 E. Section

| How Recieved | Law | Fire | EMS | Total |
|-----------------|-------------|------------|------------|-------------|
| 911 wireline | 48 | 5 | 30 | 77 |
| Alarm | 1 | 0 | 0 | 1 |
| FAX Machine | 4 | 0 | 0 | 4 |
| Officer Report | 556 | 2 | 0 | 557 |
| In person | 26 | 0 | 0 | 26 |
| Radio | 36 | 11 | 3 | 51 |
| TT STATE/NLETS | 1 | 0 | 0 | 1 |
| Telephone | 872 | 110 | 26 | 991 |
| VOIP | 24 | 4 | 30 | 55 |
| Wireless 911 ca | 490 | 61 | 135 | 608 |
| TOTAL | 2058 | 193 | 224 | 2371 |

Call types such as lf or lfe will cause the total line not to be the sum of the 3 call type columns

Report Includes:

All entry dates between `00:01:00 04/01/20` and `23:59:00 04/30/20`

Effingham County Information Technology

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911 MONTHLY REPORT

Reporting Period: April 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

- Updated Flash Player
- CACHE Lite update
- Updated workstations
- T-Town VPN setup
- Setup City Admin
- Received equipment new server
- Setup statelink users

Respectfully Presented May 19, 2020
Jason Repking, IT Specialist