

***Emergency Telephone Systems Board of Tazewell County
Regular Meeting Minutes***

A regular meeting of the Tazewell County Emergency Telephone System Board was held on Wednesday, June 21st, 2017, at the Tazewell County Justice Center, Pekin, Illinois. Vice Chairman Lower called the meeting to order at 3:00 p.m. and established that a quorum was present with the members as follows:

Members in Attendance

| | |
|-------------------------------|-----------------------------------|
| Jeff Lower, Vice Chairman | Erin Morey, Secretary |
| Nick Graff, Treasurer | Tammie Conover, T/PCCC |
| Ted Miller, WAPD | Steve Hullcraz, Citizen Appointee |
| Dawn Cook, Citizen Appointee | Joe Kelley, Morton Fire Dept. |
| Kurt Nelson, Pekin Fire Dept. | John Dossey, Pekin Police Dept. |
| Ed Meister, Citizen Appointee | |

Others in Attendance

| | |
|-------------------------|-------------------------|
| Rich Mendenhall, Deputy | Mike Ercegovich, T/PCCC |
| Jeff Stevens, WAPD | Mike Holly, ASA |
| Greg Layne, Hopedale PD | |

Lower opened the meeting and asked if there were any public comments. There were none. He ensured Committee Members had received the minutes of the May 17th, 2017 regular meeting and the minutes of the June 7th, 2017 special meeting.

MOTION BY GRAFF, SECOND BY MEISTER to table the May 17th, 2017 regular meeting for further clarification on one of the motions.

On voice vote, **MOTION CARRIED.**

MOTION BY GRAFF, SECOND BY NELSON to approve the minutes of the special meeting on June 7th, 2017.

On voice vote, **MOTION CARRIED.**

TREASURER'S REPORT: Graff reported the following expenditures.

| | |
|-----------|-------------|
| 05-04-17: | \$ 8,606.56 |
| 05-11-17: | \$48,534.82 |
| 05-18-17: | \$42,441.88 |
| 05-25-17: | \$30,213.43 |

MOTION BY GRAFF, SECOND BY MOREY to approve the expenditures.

On voice vote, **MOTION CARRIED.**

Graff reported receiving approximately \$552,000 from the state in the last 6 months. He stated money has been received as expected thus far. Graff also stated he would be willing to look into getting a line of credit loan from a bank for future use.

MOTION BY NELSON, SECOND BY COOK for the treasurer to pursue the possibility of obtaining a line of credit.

On voice vote, **MOTION CARRIED.**

STAFF REPORTS: Mendenhall reported none.

OLD BUSINESS:

CONSOLIDATION: Lower stated the consolidation report that was emailed to all board members had been prepared by Richard Tucker & Associates in order for the ETSB to be in compliance with the state statute. The report does not mandate action by the ETSB if circumstances should change. The report is a plan for the ETSB to follow as circumstances permit.

MOTION BY GRAFF, SECOND BY COOK to approve the final consolidation report prepared by Richard Tucker & Associates.

On voice vote, **MOTION CARRIED.**

Mendenhall stated Tucker had filled out the form for the state and asked when to send it in to them. Graff questioned when the report would be filed with the state. Lower stated since the report has been finalized it will be sent out to all participating agencies and discussed at the next consolidation meeting. Lower stated he or Hilliard would meet with Tazewell County Chairman Zimmerman and could meet with other agencies to discuss the report and pending intergovernmental agreements.

There was discussion amongst board members about when the report should be filed with the ISP 9-1-1 Administrative Board since it was not due until October 1, 2017. The discussion centered around whether the report should be filed now or to wait until closer to the due date in case something changed with the plan.

Mr. Tucker was contacted via conference call and his recommendation was to send it in now. He stated this is just a plan to have the agencies sign and if the state requests the forms be signed they could be sent in at a later time. If the agencies don't sign the agreements then the board can amend the report with a revised plan.

COMMITTEE REPORTS: Graff stated the job description has been sent to the ETSB for approval and acknowledge some language will be added in regards to adding in a requirement of having GIS knowledge.

MOTION BY GRAFF, SECOND BY MEISTER to approve the job description.

Meister added he would like to amend the description in parts. Specifically on page two, where it states this person will attend 911 conferences, he would like to add in as directed. Also under the physical description add adhere to the code of conduct, he would like it to state this person will report to the Chairman or in his absence to the Vice Chairman. And finally, where it states this person will be the liaison between ETSB and elected/appointed officials.... add in as directed.

MOTION BY GRAFF, SECOND BY MEISTER to approve the job description with amendments as stated above.

On voice vote, **MOTION CARRIED.**

NEW BUSINESS: Lower stated a letter from Miller, Hall & Triggs was sent to County Board Chairman Dave Zimmerman regarding payment for their services involved in the consolidation report. Lower stated he would like approval to pay this bill.

MOTION BY MOREY, SECOND BY COOK to pay Miller, Hall & Triggs for services in the amount of \$5,285.77.

On voice vote, **MOTION CARRIED.**

MOTION BY GRAFF, SECOND BY MEISTER at 3:15 p.m. to move to the Committee into Closed Session under:

5 ILCS 120/2(c)(1) – for the Purpose of Discussing the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body

On voice vote, **MOTION CARRIED.**

Lower asked Mendenhall to stay for the closed session.

Vice Chairman Lower moved the Committee back to Open Session at 3:31 p.m.

CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSION:

MOTION BY HULLCRANZ, SECOND BY DOSSEY to proceed with the process to accept applications for the coordinator position.

On voice vote, **MOTION CARRIED.**

Vice Chairman advised the next regular meeting will be July 19th, 2017 at 3:00 P.M. at the Justice Center Community Room.

MOTION BY GRAFF, SECOND BY MEISTER to adjourn at 3:46 p.m.

On voice vote, **MOTION CARRIED.**

(Transcribed by Sheri Cleaver, TCSO Detective Secretary)