



## MINUTES OF THE REGULAR MEETING OF THE 911 EMERGENCY TELEPHONE SYSTEM BOARD

November 9, 2023

### CALL TO ORDER

A meeting of the 911 Emergency Telephone System Board held on Thursday, November 9, 2023 in Randolph County Boardroom. Chairman Bobby Helmers called the meeting to order at 9:00 a.m.

### ROLL CALL

Board members present:	Bobby Helmers Mark Prange Lyn Thies Kelli Wright Marc Kiehna
Board members absent:	Kevin Miller Chuck Kelley Sean Lukes Jarrod Peters
Others present:	Cindy Wagner, 911 Administrator Sherry Craig, 911 Secretary Daniel Niemeyer, Randolph County Sheriff's Office

### MINUTES

After a review of the minutes from October 12, 2023 by the Emergency Telephone System Board, Chairman Bobby Helmers asked if there were any questions or concerns. Chairman Bobby Helmers asked for a motion to approve the minutes. Lyn Thies moved to approve the minutes, seconded by Marc Kiehna.

### BILLS

After a review of the bills by the Emergency Telephone System Board, Chairman Bobby Helmers asked if there were any questions or concerns. Marc Kiehna moved to approve the bills, seconded by Mark Prange. Roll call vote: Yeas: Bobby Helmers, Mark Prange, Lyn Thies, Kelli Wright and Marc Kiehna. Nays: none. Motion carried.

Public Comment: None

### BUDGET

**FY23** November will reflect HSA out of Health Line Item. Randolph County 911 received the true up check in the amount of \$69,903.00. November revenue may come in less than the year estimate, always depending on Randolph County 911 receiving the final surcharge payment before year-end. Expenses Grant shows Randolph County 911 received \$24,000.00 for FY23' and \$3,750.00 for Lexipol grant writing. Services Rendered reflects cell phone booster install. Education has the IPSTA conference and Webex.

**FY24** a detailed FY24 budget projection was discussed last month. Beginning fund balance \$1,398,779.00 is October month-end, which will be adjusted in December. Marc asked how Treasurer's Office is investing Randolph County 911 money. Cindy and Ashley move excess revenues from BV cash account to First National Bank of Steeleville money market accordingly. Ashley keeps a good eye on the capitol account. Marc stated Illinois Funds is giving 5.5% and is worth investing. Illinois Funds is through the State Treasurer's Office available to municipalities and governments. Cindy will get with Ashley. **2024 Revenues** are estimated at \$450,000.00 which is more moderate than 2023. This is due to FY for the County closing mid-November and the chance of not receiving the year-end surcharge checks. **Accounts payable** for FY 24 Administrative Line Items are contractual. Estimates of \$10,000.00 between the Randolph County Sheriff's Office and Sparta PD. Jarrod asked the 911 Office about getting a cell phone for the PSAP at \$39.00 monthly. Cindy feels this would be positive for dispatch to have a dedicated phone in the event of phone line issues.

**Education** normal Conference attendance, the budget line item is higher due to NG 911 simulator. It simulates dialing or texting PSAPS and could be a great tool for education. It's a onetime cost of around \$5,000.00. This would be further discussion ETSB. **ESRI** license is around \$2,800.00. **GIS Services** shows the contract for Hubtech Computer Services of \$24,000.00, which was forwarded to the ETSB emails. Marc Kiehna moved to approve the Hubtech Computer Services GIS contract, seconded by Lyn Thies. Roll call vote: Yeas: Bobby Helmers, Mark Prange, Lyn Thies, Kelli Wright and Marc Kiehna. Nays: none. Motion carried. Marc Kiehna moved to approve the FY24' budget, seconded by Mark Prange. Roll call vote: Yeas: Bobby Helmers, Mark Prange, Lyn Thies, Kelli Wright and Marc Kiehna. Nays: none. Motion carried.

### **RADIO COMMUNICATION COMMITTEE**

Daniel met with the Port District and Coast Guard regarding grants and was advised Randolph County wouldn't be receiving Grant money for communications. Lexipol continues to look for grants. Lyn stated several Radio Communication members were meeting with Walker Communication on Monday. Daniel stated the Fire Departments are interested in seeking grants for communication. Chester Fire Department agreed to sponsor the Fire Grant. Daniel said Perry County was looking at switching radio systems as well. Marc asked about the state auditing and sweeping 911 money. Through the Legislative Committee and 911 Organizations sweep of 911 funds were avoided and never moved from the Comptroller 2021. Cindy said the state 911 Directors Office has CROWE auditing services conducting statewide audit of the current 911 formula of distribution. They are about to releasing the audited report on 911 surcharge, expenditures, and anticipated statewide 911 funds. Marc feels it may be time for the ETSB to consider the good standing of the 911 budget in assisting with Radio Communication. State of Illinois sweep potential continues to be a concern for consideration. Lyn said it might be in the benefit of Randolph County 911 to be in the position for allotting some monies for Radio System. Discussion was held regarding joint efforts in attaining a new radio system with cooperation of village, city, and municipality.

### **TC TRAINING**

An update was given at the IPSTA Conference about telecommunicator training and certification. The new legislation states telecommunicators must attain a certain amount of training per year. Currently, Randolph County ETSB has an SOP of telecommunicator training requirements. Training spreadsheet, which included several new courses and telecommunicator hours were passed out. Sherry said most telecommunicators are using Priority Dispatch and SILEC free courses. INENA and APCO require a cost.

### **ADVISORY BOARD**

NG 911 cutover to the ESInet has 49 PSAPs and 81 PSAPs remain. Randolph County is already connected to the state ESInet through INdigital and is operational with all emergency centers that have cutover. Cindy asked Daniel and Kelli if Randolph County 911 needed to add more icons to the 911 system for the other Counties that have cutover. Daniel stated it's rare that Randolph County 911 receives a 911 call needing transfer that isn't already an icon. Cindy will keep an eye on the FY25' State of Illinois 911 Grants the criteria should be released soon. Daniel said he would like to see Washington County Sheriff's Office 911 calls.

### **CYBERSECURITY ASSESSMENT**

The 911 Office met with Terry Harger and a Rep on risk assessment of 911 Office.

### **CESSA**

Randolph County 911 has completed the Landscape Analysis. The Region 4 meetings are starting up again mid-November.

### **RED BUD HOSPITAL**

The Randolph County Sheriff's Office is continuing to receive 911 error calls from Red Bud Hospital. Cindy asked for suggestions from the ETSB. Lyn mentioned the States Attorney writing a letter. Cindy said the 911 Office has made multiple calls and emails with multiple spreadsheets sent. Marc suggested a physical meeting. Cindy stated error 911 calls are still happening at Mental Health as well. She said several companies are going from a 9 dial out to an 8.

### **ANI/ALI DELAY TO CAD**

The 911 Office has a conference call today at 1pm with INdigital, Hubtech and Jordan regarding the ANI/ALI delay to CAD.

### **MEETING ADJOURNMENT**

Chairman Helmers asked the board for a motion to adjourn. Lyn Thies moved, seconded by Marc Kiehna. Motion carried.