

**WILL COUNTY 9-1-1 EMERGENCY TELEPHONE SYSTEM BOARD
FINANCE AND EQUIPMENT COMMITTEE MEETING**

Wednesday, April 13, 2011– 1:00 p.m.
ETSB 9-1-1 Administrative Office – Board Room
2561 Division Street, Joliet, IL 60435

AGENDA (Amended)

I. CALL TO ORDER

II. ROLL CALL

Julie Ponce-Doyle	Harold Damron	Chuck Exner	Kim Knutsen
Robert Puleo	Steve Rauter	Brad Veerman	

III. APPROVAL OF MINUTES

MOTION: To approve minutes from February 9, 2011 as presented

IV. FINANCE AND EQUIPMENT

The Finance/Equipment Committee has reviewed the enclosed Claims for
February 2011 - \$260,267.62
March 2011 - \$615,783.09

At this time, the Committee presents for approval the April 2011 Cash Report with a balance of \$7,834,327.71 and the February and March 2011 list of Pre-Approved and Pending Claims.

MOTION: To move from Committee to Full Board the approval to receive and place on file the February and March 2011 claims and the April 2011 Cash Report in the amount of \$7,834,327.71.

V. OLD BUSINESS

A. 9-1-1 PSAP Equipment Inventory List – During the Technology Committee meeting a question was made regarding what equipment was covered within the PSAP by the ETSB. A review of the Equipment List will be discussed.

B. Eastcom Lightning Suppression Project – Ongoing severe weather events at the Eastcom PSAP have caused multiple failures of a piece of equipment associated with the radio consoles, the Enhanced Audio Enclosure (EAE). This particular piece of equipment cost \$7,528 to replace. Replacements have been handled multiple times through insurance claims made to VFIS. VFIS has indicated that Eastcom undergo a building and equipment grounding and bonding survey to find out why these failures are occurring. Staff has discussed this situation with several radio communication and lightning protection experts as well as VFIS representatives and believes a solution would be to invest in additional suppression equipment

at Eastcom to not only protect the EAE,'s but our other communications equipment such as the Uninterrupted Power Supply (\$20K+) (UPS). The cost of the additional suppression equipment is \$10,994.00 and a Study cost is estimated at \$10-\$12K.

MOTION: To move from Committee to Full Board the approval to purchase additional lightning suppression equipment in the amount of \$10,994.00.

C. 9-1-1 Microwave Project – The Board has approved the concept of interconnecting each of the PSAPs with a redundant method of radio and data communication. This project has involved building a microwave network to inter-connect the PSAPs. The next portion of the project to complete is the microwave hop connection from Laraway Road to Joliet Police to the County Building. This phase of the project was approved by the Technology Committee and the request for funding is being made to the Finance and Equipment Committee for the purchase in the amount of \$53,493.40.

MOTION: To move from Committee to Full Board the approval to purchase the equipment and installation of the microwave hop from Laraway Road to Joliet Police to the County Office Building in the amount of \$53,493.40

D. VFIS Renewal – The annual liability insurance policy with VFIS expires at the end of April. Last year's premium was \$9,551. The renewal premium is \$9,830 (+3%) which includes a new rider for Comprehension and Collision Coverage (+\$250.00) for employees using their vehicles for 9-1-1- business.

MOTION: To move from Committee to Full Board the approval to renew our Annual liability insurance coverage with Volunteer Fireman's Insurance Company (VFIS) in the amount of \$9,830.

E. Reimbursement to WESCOM – Wescom has requested reimbursement for the purchase and installation of their Zetron Tone Encoders in the amount of \$36,908.

MOTION: To move from Committee to Full board the approval to reimburse Wescom for the purchase and installation of their Zetron tone Encoders in the amount of \$36,908.

F. Healy Bender Invoice for Wight Study/County Capital Improvements, County Stakeholders - The Chief Administrator entered into a time and materials contract with Healy Bender, outside the parameters of our existing Architectural/Engineering contract for the Caton Farm Road project, to assist with re-aligning our program to the Wight Study needs assessment being done by the County. The scope of work included removing the Coroners and Warrants office from our project per the County's request and working with Wight Engineering to right size the Sheriffs PSAP, EOC, and EMA facilities. The end result of this work was presented at the ETSB Retreat and Planning meeting in January. Healy-Benders time on this project was 56.5 hours and they invoiced us for \$6,800.00. ETSB member Brad Veerman has requested that this bill be discussed separately from the list of bills prior to payment.

MOTION: To move from Committee to Full board the approval of the Healy-Bender invoice in the amount of \$6,880.00.

VI. NEW BUSINESS

A. IWIN License Reimbursement Requests

MOTION: To move from Committee to Full Board the approval of \$1,000.00 to Wilmington Fire Protection District for one (1) IWIN License.

MOTION: To move from Committee to Full Board the approval of \$12,000.00 to Mokena Police Department for twelve (12) IWIN Licenses.

B. Discussion on Policy for 9-1-1 Accounts Payable

C. Discussion of Setting Spending Limits of Purchases for Chief Administrator

VII. ADDITIONAL COMMENTS

VIII. ADJOURNMENT

All closed sessions may be held at anytime during the meeting. Anyone requiring special accommodations in accordance with the Americans with Disabilities Act is requested to contact the Administrative Offices of the Emergency Telephone System Board at (815) 725-1911 at least 72 hours prior to the meeting.