

Minutes of the Regular Meeting of the Monroe County Illinois 911 Board

Thursday, December 14, 2023 at the Emergency Operations Center, Monroe County Court Building

Call to Order:

Lynden Prange called the meeting to order at 7:00pm. The following were present at the meeting:

Kevin Scheibe (Staff/Present)	Rachele Starr (Staff/Present)
Lynden Prange (Present)	John Hanegan (Present)
Jeff Prorise (Present)	Kim Lamprecht (Absent)
Vicki Koerber (Present)	Jason Donjon (Absent)
Jim Maurer (Present)	Charlie Kujawski (Absent)
Chad Mueller (Absent)	Chad Grohmann (Absent)
Marty Seitz (Present)	Ryan Walker (Present)
Floyd Floarke (Present)	Carla Heise (Present)
Joe Krump (Absent)	Brittani Holcomb (Guest/Present)

Public Comments

None

Approval of Minutes (October 12, 2023):

Motion to approve minutes from October 12, 2023 made by Ryan Walker. Second to the motion made by Jim Maurer. All voted in favor.

Approval of Financial Report:

A copy of the Financial Report (September 30, 2023- November 30, 2023) is attached. Balance of \$608,322.18. Revenue of \$245,670.78. Expenditures of \$74,562.11. CDs are \$1,333,195.26. Total 911 funds of \$1,941,517.44.

Motion to approve the Financial Report made by Jim Maurer. Second to the motion made by Ryan Walker. All voted in favor.

Approval of Bills:

A copy of the October 2023 Bill Report is attached with a total for all invoices for \$20,351.07.

- City of Columbia- Cellular data services for month of August: \$341.58
- Priority Dispatch- Annual maintenance renewal support for both PSAPs: \$43,520.00
- Seatworks- Dispatch seat repairs for Columbia PD: \$395.00
- Nelson Systems- Nexlog recording systems for both PSAPs: \$79, 651.70
- Chad Mueller- 911 board secretary bonus: \$500.00

Motion to pay the bills made by Vicki Koerber. Second to the motion made by Jim Maurer. All voted in favor.

Vicki Koerber recommended not to pay Columbia PD until DSN's were obtained. Motion to approve was made by Marty Seitz. Second to the motion was John Hanegan.

Election of Officers:

Chairman- Lynden Prange 1st motion: Vick Koerber 2nd motion: Jim Maurer

Vice Chairman- Vicki Koerber 1st motion: Jim Maurer 2nd motion: John Hanegan

Old Business:

Kevin stated the FY24 NG911 grant would be closed out after payment. The Nelson Recording System was installed at CPD on 12/13/24. MCSD's old recording system has been shut down since the new system is working well. The only changes happening are all departments are switching to secure radio channels (PD's, EMS, and FD's). MCSD's Nelson Recording System is one port short, so one card is needed for purchase. The FY24 NG911 grant will be closed out on 12/15/23 and reimbursement will be forthcoming.

New Business:

2023 Annual Department Overview: Kevin provided the 2023 Overview for 911/EMA. The largest project was completing the changeover to EsiNet. Kevin credited Rachele with doing a great job overseeing GIS. He spoke about the new 800 MHz pagers provided to fire departments. The response time has dropped dramatically, which can save lives. Many other updates were provided in the handout. Kevin said Monroe County participated in a free cyber security audit. Kevin said there is a lot of opportunity for Monroe County. Kevin provided updates on the yearly financial report for revenue and expenditures for 911.

Generator: The Monroe County courthouse generator supplies the entire courthouse and was obtained through a STARS grant several years ago. The generator is supposed to be readily available, which is why the generator is on wheels. Kevin stated on 11/04/23, the weekly test was completed on the generator and it did not start. The generator was down for two weeks and Kevin reported the incident to the Illinois State Police. The generator had a crack in the fuel tank and water was getting inside. A temporary fix has been completed. Kevin spoke to the board about acquiring a new generator for the courthouse and having the current generator transferred to the Monroe County EMS building. Kevin obtained two bids for a replacement unit. The lowest bid was through Oxa, who currently services Monroe County's generators. The estimate totaled \$101,231.00 to include the service contract. Of that amount, 911 would only be responsible for the generator, which is \$95,731.00. Kevin asked the board for approval of the purchase and noted 30% is due at the time of agreement to purchase. The 911 board would also be responsible for paying installation and setup, which totals \$5,500.00.

Jim Maurer asked if Oxa found the issues with the current generator. Kevin stated it was not due to the type of failure that had occurred. Jeff Prorise then asked if the maintenance contract would cover the repair to the current generator. Kevin stated STARS provides generators, but it is the county's responsibility to maintain the unit, so the expense to repair the current unit would be Monroe County's responsibility. Lynden Prange asked if the new generator would be mobile and Kevin said it would be a fixed unit. Lynden Prange confirmed with Kevin the new generator would be sufficient to power dispatch. Motion to approve the purchase of the new generator was made by Jim Maurer. Second to the motion made by Marty Seitz.

Tech Electronics IT Service Contract: Kevin asked to renew the service contract with Tech Electronics. The contract includes a total of 75 hours, totaling \$9,750.00. The same amount of hours were requested last year and it lasted almost the entire year (11 months, 2 weeks). Kevin felt the 75 hours would last most of the year, unless more hours are needed at Columbia PD. The Tech Electronic hours are used for all entities in the county and both PSAP's. Motion made to approve the contract was made by Ryan Walker. Second to the motion made by Jeff Prosisie.

Text/Video/Picture to 911: The capabilities have been installed at both PSAP's. Rachele and Kevin had a meeting scheduled on Monday, 12/18/23, with the Illinois State Police and Intrado, which is where all of the texts and pictures come through. Kevin thought by the end of January 2024, the system would be active. All systems are in place and ready to go live. Jeff Prosisie asked if the messages would be recorded and Kevin confirmed they would.

911 Board Member Oath: Kevin stated he learned recently that each member needed to sign an oath for serving on the 911 board. In addition, each member needed to read and sign an Open Meeting Act (OMA) training certification. Discussion was held on how often the training needed to be completed.

Radio/Microwave/Tower Funding: Kevin stated we have reached the time the microwave radios on the towers need to be replaced. The radios are 12-13 years old. Nokia reached out to STARS explaining the age of the radios and their replacement being needed. In mid- late November 2023, Madison and St. Clair Counties signed to replace their microwave radios. Seven radios in Monroe County need to be replaced at a cost of approximately \$288,000.00 Kevin had a meeting with the ISP 911 Director and learned it is allowed for the 911 board to fund the new radios. Kevin stated he has met with Sheriff Rohlfing and Chief Donjon about replacing the radios. The radio towers are the responsibility of those departments. The quote from Nokia to replace the radios was \$288,486.67. Of that total, \$86,078.00 is the maintenance contract that the 911 board pays. The remaining balance would be \$202,407.85. Kevin recommended the 911 board pay 60% of that amount, which totaled \$121,444.00. The remaining balance would be split between MCSD and CPD, with MCSD paying 2/3 and CPD paying 1/3. Lynden Prange stated the replacement radios were needed because the microwave radios are the backbone of the Starcom radio system. Lynden said in 2012, when the current radios were installed, the 911 board paid 70% and MCSD/CPD paid 30%. Lynden asked the 911 board if it should be handled at 70% as it had in the past. Discussion over paying 60 or 70% was held between board members. After discussion, a motion was made by Jeff Prosisie for the 911 board to pay 70% of the new Nokia radios. Second to the motion was Marty Seitz.

Open Discussion: Lynden spoke to Brittani Holcomb (MCSD Lead T/C) and thanked MCSD's dispatch for doing such a great job. Jeff Prosisie then asked Kevin about the status of the numerical address signs at residences throughout Monroe County. Kevin stated he created an article with the Republic Times about this issue to inform residents about the signs being required. In addition, beginning in 2024, letters were going to be sent to homeowners advising signage was needed/required. Kevin stated numerical signs were needed not only in unincorporated Monroe County; it was needed throughout cities in the county as well. Further discussion was held about the signage issues and Monroe County's ordinance needing updated/enforced.

Lynden Prange spoke about the changes coming from the Illinois Governor's office. The governor is attempting to gain control over 911's spending allotment through the Illinois State Police. It won't change the amount of funding, but it could control where the money is spent. There's concern any surplus funds

could be pulled from the 911 board. Board members had a discussion about the concern over future funding.

Adjournment:

Motion to adjourn the meeting was made by Jim Maurer. Second to the motion was made by John Hanegan. Meeting was adjourned.