

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

Thurs., February 13, 2025 911 Board Meeting at the Emergency Operations Center, Monroe Co 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 Albert (Staff/Absent)
Lynden Prange (Present)	Kim Lamprecht (Present)
Dane Luke (Absent)	Jason Donjon (Absent)
Vicki Koerber (Absent)	Charlie Kujawski (Present)
Jim Maurer (Absent)	Ryan Walker (Present)
Chad Mueller (Present)	Carla Heise (Present)
Marty Seitz (Absent)	Jason Guebert (Present)
Kyle Andres (Present)	Joe Krump (Absent)
Mike Roediger (Present)	Brittani Holcomb (Guest/Present)
George Green (Guest/Present)	Tracy Scheibe (Guest/Present)

Public Comments

None

Approval of Minutes (December 12, 2024):

Motion to approve minutes from the December 12, 2024 meeting was made by Ryan Walker. Second to the motion made by Kyle Andres. All voted in favor.

Approval of Financial Report:

A copy of the Financial Report (December 1, 2024 – January 31, 2025) is attached. Balance of \$239,242.86. Revenue of \$89,796.33. Expenditures of \$175,010.03. CDs are \$1,450,613.94. Total 911 funds of \$1,689,856.80.

Motion to approve the Financial Report made by Jason Guebert. Second to the motion made by Kim Lamprecht. All voted in favor.

Approval of Bills:

A copy of the February 2025 Bill Report is attached with a total for all invoices for \$57,640.00.

- Priority Dispatch – Annual maintenance, license, services renewal: \$50,640.00
- Columbia Fire Protection District – Reimbursement of ESO services: \$416.45.
- ESO- ESO CAD integration for Valmeyer Fire Department: \$330.00
- Toshiba Financial Services- Payment for 911 copier: \$301.50
- City of Columbia: CPR certification cards for 4 dispatchers: \$72.00
- Seatworks: 2 replacement chairs for CPD PSAP center
- Total for all invoices: \$57,634.49

Motion to pay the bills made by Ryan Walker. Second to the motion made by Kim Lamprecht. All voted in favor.

Old Business:

Kevin provided an update for Text to 911. Kevin advised that we are ready and the capabilities are in place. There are 104 PSAP's in Illinois that have the technology for text to 911. Kevin stated there was a Directors of 911 meeting on Tuesday this past week. The FCC is delayed in their response, as all licenses and certifications have been approved. The issue with why there is a delay is unknown. 60% of the PSAP's in the State of Illinois are up and running with text to 911 capabilities. FCC must give the authorization to go live with the technology.

VIII. New Business:

A. Annual Financial Review for State of Illinois: Kevin had a copy of the 2024 Monroe County Annual Financial Review. The review has been sent in and reviewed twice by the state of Illinois. Kevin said there was one mistake. The NG911 grant was listed in the "other" category, when it should have been listed as "Surplus." Kevin stated the error was corrected and all other categories of the review/audit were accepted.

B. 2024 911 Breakdown per PSAP: Kevin provided each member of the 911 board a copy of the 2024 Overview of 911 Revenue and Expenditures. These expenditures were not required to be submitted to the State of Illinois. The overview provided a breakdown of overall expenditures and expenditures per PSAP center. There was also a copy of the 2024 PSAP Centers CAD Event and Call Volume. This copy was a breakdown of Law, EMS, and Fire CAD events per PSAP. It further broke down how the calls were received (911, administrative/non-emergency and grand total calls answered). See attached copies for a more detailed breakdown of all expenditures and CAD Event/Call Volume information. Kevin and other board members had an open discussion about what CAD events and calls would be assigned to each category (ie. 911, administrative, etc).

C. AED for lower level 911 area: Kevin reviewed the administrative codes for the PSAP. Kevin found that an AED was supposed to inside or outside each 911 center. Kevin stated the lower level of the courthouse, where MCSD's PSAP is located, does not have an AED in place. Kevin asked the board if an AED could be purchased for the basement. Lynden Prange asked that the board approve the purchase of two AED's since the courthouse basement is a larger space. One AED for inside MCSD's PSAP area and one AED for the hallway. Charlie Kujawski asked who would maintain the AED's if they were purchased. Kevin said he and Ryan Weber already provide AED maintenance to existing AED's and would maintain the proposed AED's as well. A motion was made by Mike Roediger to purchase two AED's. Second to the motion was made by Kyle Andres. All voted in favor. A motion amendment was made by Mike Roediger to purchase an AED for Columbia's PSAP if needed.

D. MCSD PSAP center space organization: Kevin stated MCSD and CPD's PSAP's need lockers for organizational reasons. Kevin asked for 12 lockers for MCSD's PSAP and 6 lockers for Columbia's PSAP. Kevin said the lockers are \$685.00 per set of six (2 sets MCSD, 1 set CPD). Charlie Kujawski asked if Xybix made a locker that may look nicer and match the current layout in MCSD's PSAP. Kevin stated he would check into Xybix and let the board know. Charlie Kujawski made a motion to explore the Xybix lockers for MCSD, but go ahead with the purchase of the quoted lockers for CPD's PSAP. Mike Roediger was second to the motion. All voted in favor.

E. 911 dispatch MCSD staffing: Kevin opened the discussion of the possible hiring of a 911 call taker for MCSD's PSAP. Kevin referenced the 911 calls and Admin/Non-Emergency call in 2024 for MCSD. Kevin said he checked with the State of Illinois and the salary of a 911 call taker can be covered by 911 revenue and is an allowable expense. Kevin is still researching the idea and seeing when/what time would be best to have a call taker on duty. Kevin said the call taker would assist with handling incoming 911 calls and filling in for call-ins. There was an open discussion among board members about this idea. Kevin explained a call taker would handle the 911 call (or administrative calls) and enter the information into CAD. The dispatcher working would send the call out to responding units. Questions were asked about how a dispatcher salary is paid, versus a 911 call taker. Kevin explained a 911 dispatcher's salary can be paid by EMA, but a 911 call taker can be paid by 911. Charlie Kujawski raised several concerns, including the 911 board would be paying the 911 call takers salary if/when the 911 call taker would transition to a 911 dispatcher in the event of a call-in. Kevin advised the call volume for

dispatch has gone up 8-9 % annually and in the years 2023-2024, the call volume went up 13%. Monroe County Commissioner George Green asked if the Administrative and Non-Emergency calls could be broken down into categories. Kevin stated this would be difficult and asked Brittani Holcomb to describe what type of calls are handled. Mr. Green then asked how many calls come in during the evening/night versus the day time and asked to have that information broken down. Kevin stated he would gather information on the time of calls. Kevin added that 4 more PSAP's in Illinois went under the control of EMA instead of their local departments. He said Monroe County's PSAP going under EMA control would not effect any labor issues with union employees. Kim Lamprecht mentioned that an extra employee (call taker) could assist when dispatch gets busy with 911 calls from an automobile accident, storms and other times when multiple calls come into dispatch over a short period of time.

F. Open discussion: Charlie Kujawski asked for an update on the CAD interface with both PSAP's. Kevin said he has applied for a grant, but has no updates at this time. Kevin said there were \$8.5 million worth of grants available, but \$10.5 million were applied for. Kevin is hoping we will be awarded potential grants like we have in the past. Kevin said MCSD had hired another deputy and Toughbook and docking station were needed. The cost for the docking station and Toughbook were \$4,048.00. Charlie Kujawski made a motion. Kim Lamprecht was second to the motion. All voted in favor.

IX. Adjournment:

Motion to adjourn the meeting was made by Ryan Walker. Second to the motion was made by Mike Roediger. Meeting was adjourned.