

**MINUTES**

**EMERGENCY TELEPHONE SYSTEM BOARD  
JUNE 11, 2015**

I. Call to Order

Chief Marshall called the meeting to order at 2:42 p.m.

II. Roll Call

Members present: Chairman Marshall, Chief Puknaitis, Kalah Considine, and Richard Fowler, Jerry Eisner – via teleconference

Also in attendance: Rachel Mayer, Director of Finance, City of Naperville

Richard Fowler moved to allow Jerry Eisner to attend the June 11, 2015 Emergency Telephone System Board meeting by teleconference, seconded by Chief Puknaitis. Voice Vote: Motion declared carried.

III. Minutes

A motion to approve the minutes of the March 16, 2015 meeting was made by Richard Fowler, seconded by Chief Puknaitis.

IV. Old Business

None.

V. New Business

Review and Approve Expenditures for Reimbursement – Rachel Mayer distributed and reviewed the City of Naperville, E911 Fund Reimbursement Summary of Eligible Expenses for the Period of March 1, 2015 through May 31, 2015 (this time frame is also the reporting period for the summary of E-9-1-1 taxes collected). Jerry Eisner was provided a copy via e-mail as Rachel began to review the information. As exhibited on the summary, the funds are primarily used to pay the salaries and benefits of the telecommunicators and the balance is used to pay the expenses related to the Public Safety Answering Point. Please note: the vendor line item for JULIE Corporation, Inc., in the amount of \$3,258.62, will be removed as it was listed in error. The total amount of \$570,997, less \$3,258.62 listed in error, results in a revised balance of \$567,738.38 for payroll and related, as well as expenditures. The documents will be revised to reflect the correct amounts.

A motion to transfer \$567,738.38 was made by Richard Fowler, seconded by Chief Puknaitis. Voice Vote: Motion declared carried.

Chief Puknaitis inquired about the possibility of creating a separate E-9-1-1 budget so we would know the total cost of E-9-1-1 services. Rachel Mayer stated she would be able to provide all costs; however, she recommended the funds stay in the general fund as it is supported by property taxes and we would still provide the service even if it had a separate budget. She also stated that we are exceeding the expenses taken in and are reimbursed approximately 95 percent.

A motion to transfer \$183,475.44 from the E9-1-1 surcharge funds and \$296,368.44 from the wireless E9-1-1 funds to the general fund was made by Chief Puknaitis, seconded by Richard Fowler. Voice Vote: Motion declared carried.

VI. For the Good of the Order

Kalah Considine reported there is one telecommunicator vacancy and the employee filling the fifth communications supervisor's position will be released from training and assigned to a shift.

Chief Marshall informed the committee that newly elected Councilwoman Rebecca Boyd-Obarski will be appointed to serve on the Emergency Telephone System Board, replacing former Councilman Doug Krause. In response to Chief Marshall's inquiry about the expiration dates of the current board members terms, Pat Mason will ask the Mayor's Office for that information and will share it with the committee when it is received.

VII. Next Meeting Date

The next meeting will be held Thursday, September 10, 2015, at 3 p.m.

VIII. Adjournment

With no other business to come before the committee, a motion to adjourn the meeting was made by Chief Puknaitis, seconded by Richard Fowler. Motion declared carried.

IX. The meeting was adjourned at 3:30 p.m.