

## **MINUTES**

### **EMERGENCY TELEPHONE SYSTEM BOARD JANUARY 7, 2016**

#### I. Call to Order

Chief Marshall called the meeting to order at 4 p.m.

#### II. Roll Call

Members present: Chairman Marshall, Chief Puknaitis, Councilwoman Rebecca Boyd-Obarski, Kalah Considine, and Richard Fowler, Jerry Eisner – via teleconference

Richard Fowler moved to allow Jerry Eisner to attend the January 7, 2016 Emergency Telephone System Board meeting by teleconference, seconded by Councilwoman Boyd-Obarski. Voice Vote: Motion declared carried.

Also present: Kristen Foley, City of Naperville Senior Assistant City Attorney; Rachel Mayer, City of Naperville Finance Director; Erik Hallgren, City of Naperville Financial Services Supervisor

#### III. Minutes

A motion to approve the minutes of the October 21, 2015 meeting was made by Chief Puknaitis, seconded by Richard Fowler. Voice Vote: Motion declared carried.

#### IV. Old Business

- a) Review and Approve Expenditures for Reimbursement – The committee members reviewed the City of Naperville, E911 Fund Reimbursement Summary of Eligible Expenses for the Period of September 1, 2015 through November 30, 2015 (this time frame is also the reporting period for the summary of E-9-1-1 taxes collected). 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. Rachel Mayer stated she will prepare a cumulative report annually and it will be included in the packet of materials emailed to committee members.

A motion to transfer \$765,836.07 was made by Richard Fowler, seconded by Councilwoman Boyd-Obarski. Voice Vote: Motion declared carried.

- a) Chief Marshall then reviewed the receipts collected during the period, totaling \$180,617.48 from the E9-1-1 surcharge funds. These receipts have been deposited in the E911 Fund. In response to Jerry Eisner's question if the State of Illinois' budget is impacting disbursement of funds, Rachel Mayer stated it is now current.

#### V. New Business

Review the Memorandum of Understanding Between the City of Aurora and the City of Naperville for the Creation of a Joint ETSB. Kristen Foley stated a Resolution Approving the Memorandum of Understanding (MOU) for the Future Creation of A Joint Emergency Telephone System Board between the City of Aurora and the City of Naperville was presented at the December 15, 2015 City Council meeting and unanimously passed. It should be noted that the MOU was scheduled for review at the December Emergency Telephone System Board meeting, prior to being scheduled on the City Council agenda, however, that meeting was rescheduled to January 7, 2016. Ms. Foley stated the City of Aurora is seeking to disconnect from Kane County. If the City of Aurora did disconnect, they could join Naperville's Emergency Telephone System Board and each agency's funds would be kept separately.

Chief Marshall then conducted a voice vote to approve subject MOU and with the exception of Jerry Eisner, all committee members voted "aye." Jerry Eisner's concern was that there was no benefit to Naperville's Emergency Telephone System Board if Aurora joined our board.

#### VI. For the Good of the Order

Chief Puknaitis distributed and discussed the following letters (see attached) to committee members:

Warrenville Fire Protection District Letter dated November 10, 2015

Lisle-Woodridge Fire District Letter dated November 13, 2015

Warrenville Fire Protection District Letter dated November 23, 2015

Jerry Eisner expressed concern because these agencies were seeking to leave Du-Comm to join Naperville's Emergency Telephone System Board. He stated Naperville specifically did not join Du-Comm so that we could continue to maintain the quality dispatching service to our own agency. It should be noted that Du-Comm and Naperville's radio systems are not the same.

Kalah Considine reported there were three vacancies (one emergency communications supervisor, one telecommunicator, and one dispatcher) in the Communications Section. Staff will meet with the Personnel Review Committee this month to seek approval to hire to fill these vacancies.

Chief Marshall stated Naperville had received an alternate routing agreement from KenCom in which they were seeking backup from Naperville. Kalah Considine stated that the rollover would include residents in the 630 area code (approximately 60,000) in the event they would have to evacuate their center. This is for informational purposes at this time; no action was taken.

#### VII. Next Meeting Date

The next meeting will be held Thursday, March 12, 2016, at 3 p.m., in the Naperville Police Department's Community Room.

#### VIII. Adjournment

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

#### IX. The meeting was adjourned at 4:50 p.m.