



911 Meeting Minutes

Lee County E.T.S.B

January 24, 2024 3:30 PM

Meeting called by: Chairman Buskohl

UNAPPROVED

Monthly Board Meeting

Attendees: 911 Commissioners; ETSB Director, Shelley Dallas; ETSB IT Administrator, Mike McBride

- **Call to Order**

Chairman Buskohl called the meeting to order at 3:39 pm at the Lee County ECC with roll call as follows:

Ryan Buskohl	05-16-2025	Present presenting Medical
Keane Hudson	12-01-2023	Present representing Lee County Board
Steve Gilmore	05-16-2025	Absent representing Fire District
Pat Hilliker	05-20-2024	Present resenting Fire District
Jesica Knipple	Sheriff's Designee	Present representing Lee County Sheriff
Mike Koppien	05-20-2024	Absent representing Law Enforcement
Kevin Lalley	05-16-2025	Absent representing At Large
Steve Howell	06-14-2025	Present representing Law Enforcement
Josh Tucker	05-20-2024	Present representing Medical

Absences excused.

- **Prior Minutes**

Motion by Hudson, second by Hilliker, that the minutes from the November 27, 2023 ETSB meeting be approved and published. Motion carried unanimously.

Treasurer's Report: Midland Operating Account: \$38,256.88; NG911 Reserve (Sauk Valley Bank): \$1,318,366.39, Investment CDs (3): \$750,000.00; Total ETSB Funds: \$2,106,623.27.

Motion by Howell, second by Knipple, that the treasurer's monthly balance report be approved.

Chairman Buskohl called for discussion; there being none, motion passed unanimously. 2023

financial management report was reviewed; the report coincides with calendar year that is required with the AFR (Annual Filing Requirement) submitted to the State Police by January 31st each year for the prior calendar year. Lee County ETSB's report was submitted on January 18th.

- **Claims:** Claims were reviewed. Tucker made a motion, seconded by Hilliker, that claims, including those paid in vacation, totaling \$95,190.61 be approved and ordered paid. Chairman Buskohl called for further discussion; there being none, the vote was called for as follows:

Keane Hudson	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Jesica Knipple	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Mike Koppien	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Kevin Lalley	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Josh Tucker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Ryan Buskohl	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Gilmore	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Howell	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

• **Public Comments**

• **Committee Reports**

- **Executive:** Chairman Buskohl advised that the current dispatch services agreement has been in effect since 2013 and suggested the agreement be reviewed for language changes and/or potential modifications that may have occurred over the past 10 years; J. Tucker agreed that it should be reviewed. The consensus was to have the Executive Committee meet, review and report back to the full ETSB. If modifications are suggested, 60 day written request may be sent to the other County entities involved.

- **Property:** Property Chair Tucker explained the heating units in the garage bay are old and one is failing; the bays need to be heated due to the sprinklers. Pricing was received on two different heaters from two separate vendors. Discussion ensued reference energy efficiency, quality of work, and responsiveness or lack thereof from vendors. The County Property Facilities Coordinator, Jeff Hilden provided additional vendors that may provide a quote for heating services. After considerable discussion, Howell made a motion, seconded by Knipple, that the ETSB accepted the estimate from Wolf Farms for material and labor to replace the garage bay heating units. Chairman Buskohl called for further discussion; there being none, the vote was called for as follows:

Steve Howell	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Jesica Knipple	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Mike Koppin	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Kevin Lalley	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Josh Tucker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Ryan Buskohl	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Gilmore	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Keane Hudson	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

- **Public Education/Training:** Jes Knipple advised public education at the pre school level in Dixon is tentatively scheduled for February; hoping to schedule pub ed for all the Lee County elementary schools starting in the February/March timeframe. She has also been approached by Officer Kamerer (DPD), to participate in the National Night Out community event with Dixon PD in August. The PowerPhone project kickoff meeting was earlier in the day; the project entails enhanced integration with the medical, fire, and law protocols into the CAD system will make dispatch operations more streamline. Mike will be working on the setup of the SQL server to implement the PowerPhone Total Response protocols by the end of March.

Chairman Buskohl suggested coordination between 9-1-1 and the Dixon City fire department for the communications aspect of public education in the first-grade classrooms; Jes and Ryan to coordinate scheduling.

- **Legislation:** An update of current bills being presented to the House and Senate were reviewed. The CESSA bill regarding dispatch of mental health type calls and responders was discussed.

• **Old Business:** Tentative dates provided by AT&T for Lee County’s ORT (Operational Readiness Testing) is the week of April 22nd and cut over is scheduled for May 8th, 2024.

• **Board Member/ECC Staff Comments:** Mike McBride reported on the Cyber security assessment that was completed with four PSAPs throughout the State. Backup and recovery were large factors in the assessment; looking to implement a 5-year plan for off-site backup services/servers. Report was available for review.

Brightspeed (9-1-1 service provider), Eventide (voicelogging vendor), and Nicholson1 Communications (CallWorks tech) were onsite earlier this month (Jan 10) to troubleshoot issues with recorded lines and with one of the wireless 9-1-1 trunks calls not be received by dispatch. After several hours of troubleshooting with all the vendors present along with Mike and Shelley, it was determined that the wireless trunk was busied out at the Central office and some of the telephone lines/circuits were mis-labeled and marked erroneously causing a plethora of issues. After several hours, issues were resolved and the DMarc, voicelogger and Motorola CallWorks were labeled, tested, and operating properly by the end of the day.

RapidSOS implementation is scheduled for Quarter 1 this year.

- **Adjournment:** Meeting adjourned at 4:20 pm. The next ETSB meeting will be held March 28, 2024 at 3:30 pm at the Lee County ECC.

Josh Tucker, ETSB Secretary/Treasurer