



# 911 Meeting Minutes

## Lee County E.T.S.B

May 25, 2023 3:30 PM

**Meeting called by:** Chairman Buskohl

**UNAPPROVED**

Monthly Board Meeting

**Attendees:** 911 Commissioners; ETSB Director, Shelley Dallas; ETSB IT Administrator, Mike McBride; Sheriff Clay Whelan

- **Call to Order**

Chairman Buskohl called the meeting to order at 3:30 pm at the Lee County ECC.

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

Absence excused.

- **Prior Minutes**

Keane Hudson made a motion, seconded by Jesica Knipple, that the minutes from March 23, 2023, ETSB meeting be approved and published. Motion carried unanimously.

- **Treasurer's Report:** Midland ETSB Operating Account: \$50,164.80; NG911 Reserve (Sauk Valley Bank): \$1,794,017.37, NG Investment CD: \$250,000.00 Total ETSB Funds: \$2,094,182.17

Steve Gilmore made a motion, seconded by Steve Howell, that the treasurer's monthly balance report be approved as submitted. Chairman Buskohl called for discussion; there being none, motion passed unanimously.

The fiscal year 2021-2022 audit was sent electronically for review. Mike Koppien made a motion, seconded by Steve Gilmore, that the 2021-2022 financial report as provided by WIPFLI be approved. Chairman Buskohl called for discussion; hearing none, the vote was called for as follows:

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

- **Claims:** Claims were provided for review. Josh Tucker made a motion, seconded by Steve Howell, that claims, including those paid in vacation, totaling \$11,615.67 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"/>
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 Koppien	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Kevin Lalley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Josh Tucker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

Steve Gilmore	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"/>
Pat Hilliker	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>

- **Committee Reports**

- **Executive:** Radio maintenance agreement has been initiated with Nicholson1 Communications.
- **Property:** The alternator on the generator was re-built and a new pulley put on after an error during the weekly generator test at the Dixon ECC. Two preventative maintenance proposals for the Generac generator at the Dixon site were provided: 3E Electrical Engineering and Cummins. Discussion ensued. Recommendation was made to seek additional bids; Josh Tucker recommended reaching out to the vendor in Rock Falls that maintains Dixon Rural’s site generator.
- **Public Education/Training:** Jes Knipple reported that 4 TCs are attending in-person, 8-hour Crisis Intervention Training for 9-1-1 which provides additional training for telecommunicators to recognize callers that are in a behavioral health crisis.
- **Legislation:** CESSA (Community Emergency Services and Support Act) was extended to July 1, 2024 and a brief overview of the current status was provided. There were minor changes to the initial Act; a requirement for quarterly reporting by the Division of Mental Health has been added to the Act. Director Dallas gave a brief overview of the legislative changes that occurred to the ETSA (Emergency Telephone System Act) re-write.
  - **Old Business:** IT Administrator McBride advised that the Call Handling Equipment (CHE), Motorola CallWorks, was upgraded to the latest version of 4.4.5. The Next Gen project continues to be on hold due to the Brightspeed SS7 circuits. Lee County is yet to be added to the migration calendar.
  - **Board Member/ECC Staff Comments:** Call volume stats from the March 31<sup>st</sup> and April 4<sup>th</sup> storms were provided; the ECC received more 9-1-1 calls within 1 to 2 hours during the storm than a typical 24-hour period. Director Dallas gave a brief overview of the Internal Call Control (ICC) interface that she is looking at in order for TCs to answer the 9-1-1 calls within the Flex CAD software. The interface would be paid for through the Motorola credit that has been accrued through the 3-migration sole-source procurements (phone, radio, CAD).

Director Dallas will be out of the office, attending the National NENA conference June 16<sup>th</sup> through June 23<sup>rd</sup>.

- **Adjournment:** Mike Koppien made a motion to adjourn the meeting, seconded by Josh Tucker at 4:00 pm; motion passed unanimously. The next ETSB meeting is **Thursday, July 27, 2023 @ 3:30 at the ECC.**

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Josh Tucker, ETSB Secretary