

**MENARD COUNTY
EMERGENCY TELEPHONE SYSTEMS BOARD**

MEETING MINUTES

April 16, 2018

The regular meeting of the Menard County ETSB was called to order by George Castles at 7:00 p.m.

Members Present: John Balster, Jason Huffman, Mike Burg, Karen Boensel, Mike Chandler, Bob Lott, Ken Yocom, George Castles, and Ben Hollis.

Members Absent: Dave King and Pat Rebbe.

BOARD MINUTES

- A motion to accept the consent agenda of the April 16, 2018, ETSB regular meeting was made by Ken Yocom and seconded by Mike Chandler. All aye. Motion carried unanimously.
- A motion to accept the minutes of March 19, 2018, ETSB regular meeting was made by Bob Lott and seconded by Ken Yocom. All aye. Motion carried unanimously.
- A motion to accept the financial reports as presented was made by Bob Lott and seconded by Ben Hollis. All aye. Motion carried unanimously.

911 COORDINATOR REPORT

- Athens is prospering at this time. Country Lake Estates is booming and John does the addressing in sub-divisions with Jason and Brian's assistance as needed.

PSAP UPDATE

- We have a new dispatcher, Sarah Smith.
- We have been having telephone trouble and Zetron has been addressing the issues. All is working at this time.
- Generator was checked to see if that what was interfering with the computers and was given the OK.
- EMD implementation meeting indicates we are functioning as a steering committee. EMD policies, EMD medical orders, Response Configuration, means the board will need to revamp the policy and procedure manual. Priority Dispatch license will auto the state license. There is a cost with the Illinois Department of Public Health of \$50 each or an estimated total of \$600.00. The Sheriff's department has paid this fee and will be asking for reimbursement. The new manual should address a language line, the Q and A should have a non-compliant issue, phone times should be at 1 minute, and other items. All will be sent to us to review by May 3rd. to be able to discuss next steps. We will be needing one steering committee and one review committee with a dispatcher and one person from every agency on each committee.

OLD BUSINESS

- None

NEW BUSINESS

- None

HEARING OF CITIZENS

- None

SPECIAL COMMITTEES REPORT

- None

ADJOURN

- A motion to adjourn was made by Mike Chandler and seconded by Bob Lott. All aye. Motion carried unanimously.

The next regular meeting will be held on May 21, 2018, at 7:00 p.m. at the Menard County Courthouse.

Respectfully submitted,

Karen Boensel
Secretary/Board Member