

CITY OF CALUMET CITY  
EMERGENCY TELEPHONE SYSTEM BOARD MEETING  
February 6, 2019  
8:00AM  
CITY COUNCIL CHAMBERS

Call to order            The Calumet City Emergency Telephone System Board was called to order at 8:08A.M.

PRESENT: ETSB Members, Police Chief Fletcher, Fire Chief Glenn Bachert, ESDA Director Chiaro, Mayor Designee Commander Williams Siems, 911 Communications Director Michelle Uginchus, Chairman William Murray, Systems Manager Rick Wachowski.

Also present Nicole Rudder Treasurer office.

Public Comment        Siems moved, seconded by Chiaro to open public comment.

There was no public comment. There was no public present.

Siems moved, seconded by Bachert to close public comment.

Approved Minutes     Siems moved, seconded by Fletcher, to approve minutes of 1/09/19

ROLL CALL

YEAS:	7	Fletcher, Bachert, Chiaro, Uginchus, Siems, Murray, Wachowski
NAYS:	0	None
ABSENT:	0	None

MOTION CARRIED

Old Business    **Vertical Integrated Applicants**

Murray advised looked into company, they don't have a business license and looks like working from a home. Siems advised we went with this company initially they were recommended by Spillman and other agencies using Spillman in the area were using them. Wachowski will look into other companies that can do the server maintenance, and will get three quotes. Siems advised we need to do ASAP there are critical updates that need to be done. Wachowski also advised that if there were any maintenance issues at this time we would have to pay out of pocket. Motion to defer to next meeting.

Murray moved, seconded by Fletcher

Roll Call

YEAS:    7 Fletcher, Bachert, Chiaro, Uginchus, Siems, Murray, Wachowski

NAYS:    0 NONE

ABSENT: 0 NONE

MOTION CARRIED

**Audit Renewal**

Murray advised looked into nine other companies who could do audit for the ETSB board. Siems asked if they all had municipality certification, and was thought they needed to have some type of 911 board certification. Murray advised was not positive about needing the 911 board certification and asked Rudder if she had heard of anything. Rudder advised no. Murray advised would put posting in paper, for audit and that Rudder would find RFM for posting and would have Murray look at it.

Murray motion to defer to next meeting

Siems moved, Seconded Bachert to defer to next meeting

ROLL CALL

YEAS:    7 Fletcher, Bachert, Chiaro, Uginchus, Siems, Murray, Wachowski

NAYS:    0 NONE

ABSENT: 0 NONE

### **Spillman –Separation of Invoices**

Murray asked if Wachowski would be able to separate the invoices or if Spillman would have to do so. Wachowski advised that he could break down the invoices into Police use and 911 usage. Wachowski advised could have done for next meeting.

Murray motion to defer to next meeting

Bachert moved, seconded by Siems

ROLL CALL

YEAS: 7 Fletcher, Bachert, Chiaro, Uginchus, Siems, Murray, Wachowski

NAYS: 0 NONE

ABSENT: 0 NONE

### New Business **Blueline job posting**

Uginchus advised would like to post the Telecommunicator position on the Blueline to have interested parties able to apply. That the posting would be for 60 days. This would be to start a listing of applicants. Bachert asked how the process went; Uginchus advised that would have to pass the Telecommunicator test, Background and interview process. Murray asked if would have front page posting; Uginchus advised was an extra fee of \$50. Board agreed to do posting not to exceed \$250.00 to do front page posting and to pay when invoice was received.

Motion by Murray to post Telecommunicator posting on the Blue Line.

Siems moved, Seconded by Chiaro

ROLL CALL

YEAS: 7 Fletcher, Bachert, Chiaro, Uginchus, Siems, Murray, Wachowski.

NAYS: 0 NONE

ABSENT: 0 NONE

### Vesta Analytics

Uginchus advised wanted to discuss and that the AFR report that is required by Illinois State Administrator requires us to have counts of calls we received by wire line, wireless lines, VOIP lines and non-emergency calls. Currently we do not have that capability. Uginchus explained used the logger to get the call numbers but were an estimate. Murray asked why was not included when upgraded phones. Siems advised that Burnham did not want the package. Uginchus advised there was a grant for NG9-1-1 that we could apply for and see if it would be awarded. Uginchus also advised would send the link for the grant for board members to read.

### AFR Report for 911 State Administrator

Uginchus stated wanted to inform the board that the AFR Report was submitted and processed successfully. That we would continue to receive our monthly state 911 wireless checks.

### Treasurer's Report

Nicole Rudder was present from the Treasurer's office.

Nicole Rudder discussed treasurer's report. Nicole Rudder discussed that the 911 Wireless check for last month was deliver in February and was deposited. Rudder advised will pay recurring bills for month. Rudder went thru the Treasurer's report, and advised has been sending payments to Spillman. Rudder did advise received an email from Motorola stating a name change for Spillman and if Motorola could send outstanding bills from Spillman with the name change. Rudder also advised received a call from Hip Link about payment. Siems and Uginchus advised they get paid thru Spillman not directly.

### Approved bill listing

Siems moved, seconded by Wachowski, to approve the bill listing in the amount of \$823.96.

### Roll Call

YEAS:	7	Fletcher, Bachert, Chiaro, Siems, Uginchus, Wachowski, Murray
NAYS:	0	NONE
ABSENT:	0	NONE

MOTION CARRIED

Next meeting for ETSB Board is March 6, 2019.

### Adjournment

Adjournment was at 8:45 a.m. by Siems seconded by Fletcher.

MOTION CARRIED