

**IROQUOIS COUNTY ETSB MEETING**

**August 5, 2020 – 5:00 P.M.**

**Virtual Meeting - Clifford Bury Administrative Center – Break Room**

**1001 East Grant, Watseka, IL**

MEMBERS: Chairman Charles Alt, Vice-Chairman Dave Morgeson, Greg Conrad, Jeremy Douglas, Warren Weber, and Joe Young

- 1) Opening of the meeting  
Chairman Charles Alt opened the meeting at 5:00 PM. Members present were Charles Alt, Greg Conrad, Dave Morgeson, and Joe Young. Absent Jeremy Douglas and Warren Weber. Also present was County Board Chairman John Shure, Finance Manager Jill Johnson and ETS Director Eric Raymond.  
  
Roll Call for Mileage:  
Aye: Alt Young  
Nay: Conrad Morgeson
- 2) Approval of the August 5, 2020 agenda  
Motion made by Morgeson. Seconded by Conrad.  
Motion carried by a voice vote
- 3) Approval of the July 8, 2020 minutes.  
Motion to postpone July 8, 2020 minutes to the September 8, 2020 meeting made by Morgeson. Seconded by Conrad.  
Motion carried by a voice vote
- 4) Public Comment
  - a) County Board Chairman John Shure brought a compliment from Fred Butt, Fire Fighter with Crescent-Iroquois Fire protection district. He was commending the 911 center for the excellent communications within the department. Also, Chairman Shure stated there has been agreement between Iroquois County and Riverside health care for a 3-year contract of the dispatch fees.
- 5) Approve/Discuss Request for Proposal (RFP) – Public Safety Software Suite
  - a) Raymond produced a packet of information for the Request for Proposal. After discussion  
It was moved by Conrad to approve as presented. Seconded by Morgeson.  
Motion carried by voice vote.
- 6) Discuss ETSB Meeting date, location and/or time change.
  - a) Raymond stated that there was a request from the Iroquois County Public Health Department (ICPHD) to review a change of venue due to the current COVID-19 Pandemic and the social distancing guidelines as their group is larger than the ETSB. It was further stated that if there was going to be a possible change of venue to add to the discussion of date and time. Raymond reached out to individuals of the board for suggestions and siting suggestions to move the meeting to 7PM and another was in

support to leave it at Wednesdays. After discussion it was the consensus of the board to leave the schedule and if it is necessary move to another room if there was overlap.

7) Approve/Discuss ETS Director pay increase.

- a) Motion to enter into executive session per Open Meetings Act 5 ILCS 120/2 Section 2 paragraph (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.  
Motion made by Conrad. Seconded by Young  
Motion carried by voice vote.

**Exit from Executive session:**

Motion by Conrad 2.5% increase in salary with the expectation that metrics will be created prior to 01/01/2021 and be used for incentives for the 2022 budget. Seconded by Morgeson.

Motion Carried by Roll call vote

Aye: Alt, Conrad, Morgeson, Young

Nay:

Conrad spoke that the purpose of creating these metrics is for the purpose is to be fair to the ETS Director and mitigate the risk of over/under compensating. One example, would be to create a survey and tie metrics to the survey results. Young spoke to the telecommunicator overtime and how can the ETS Director reduce some of the overtime. Raymond replied that it is possible to add more hours onto himself and expressed hesitance to the number of hours that would be needed to be on the radio. Also, as the telecommunicator contract does state that hours can be worked and build skills and not necessarily absorb large amounts of their overtime. It is possible that there may be complains from the union. There are also currently 4 employees that receive 160 hours of vacation time plus an 8-hour personal day, and accumulated sick and compensatory time. It's a guarantee with as lean as the staff is presently run that there will be overtime each time there is a request for time off. Raymond also asked for an expectation as to how much time should be spent on the radio, and pointing out that the expectation of hours will impact his effectiveness as a manager. Conrad commented that he understands that there will be constraints due to the union contract and one of the things that is trying to be determining and creating a metric around overtime hours and using that a tool having that as an ability to consider. Chairman Shure commented that there is an opportunity for the ETS Director to overtake some additional hours than what has been done in the past and there would be the opportunity to ease into the hours and find out what works. Raymond commented to the ETS Board that additional hours are already scheduled for the month of August more than doubling current hours worked. Conrad sited that the current overtime budget is about \$75,000 and the board is trying to be creative to bring that number down, and understanding that there is going to be some more sacrifice on the ETS Director. Raymond requested some minimum hours as a starting point to go forward and saying that there some employee's do absorb a lot of their

overtime. Morgeson asked the question concerning how overtime is scheduled. Raymond stated that is based on the individuals working and giving those individuals the overtime and extending their shifts when appropriate. Raymond further commented that while he can absorb more of this overtime when he was hired the expectation was for him to be a manager. Also, with the understanding that he is not refusing to make changes when necessary, and his large concern is being an effective manager with the additional radio hours. Chairman Shure commented that with the additional workload may open up the union to discuss the hiring of part-time employees to alleviate overtime.

8) Approve/Discuss FY 20201 Budget

- a) Raymond began the conversation stating the current Kohler 60 generator is from the mid-90's and showing quotes from Ruder electric. Raymond put a budgetary line under purchase of equipment for \$40,000, and reminding the board that if the cost exceeds \$30,000 it will need to go to bid, and would be best to put it to bid since there are companies within Iroquois County that can complete generator work. Conrad asked what the rationale was to replace the generator. Raymond explained that the generator is presently on the old side and there is an issue with the windings of the generator and it is not able to produce the maximum power. Raymond moved the attention to the Joint Dispatch budget revisions 1 and 2 then requested the updated contract information from Chairman Shure. Riverside's updated contract numbers for FY21:\$32,100 and FY22 \$33,571. Also, Raymond presented an updated amount of \$240,000 for the Transfer to ETSB line item, and changes for the loss of 1 employee, start of a new hire, and applicable insurance. Raymond brought forth some additional news for the ETSB budget added an increase to Health benefits, he spoke with the management committee to reduce the amount of rent from \$9.00 per square ft. to \$7.50 per square ft. 911 occupies 1755 square feet. This will be voted on at the next County Board meeting scheduled for August 11, 2020. Additional changes removed 210,00 from Purchase of Equipment and moved \$100,000 to Contingency. After discussion the conversation was tabled and a request for Raymond to email a copy of the updated budget to the ETSB.

9) ETSB Director's report

- a) COVID-19
  - Raymond reported COVID-19 information and has only had 2 staff members out for purposes of COVID.
- b) One Telecommunicator left early effective 07/28/2020 versus the 08/04/2020 and the employee has been trespass wared from the 911 center, and in conjunction with this forced the changes to the door codes.
  -
- c) Meetings/Traings
  - IPSTA has been cancelled in person and will be moving to a virtual meeting this year.
  - Invitation to go to Quadcomm to take a look on their Tyler Technologies CAD system.
  - ArcGIS pro training coming up after the current ETSB Meeting and a second meeting Aug 12&13

- d) Server 2019 upgrade
  - Waiting on information from Central Square.
- e) Notepage/pagegate
  - Will be included in the server 2019 upgrade.

10) Committee Reports

- a) Equipment / Facility Operations
  - Battery Backups – One battery backup failed and will be some battery backup purchases next month.
- b) Public Safety - Jeremy Douglas
  - July 2020 Stats
- c) Personnel
  - Raymond reported he has 1 telecommunicator that passed their 8-year mark on 08/01/2020.
  - Raymond is hiring for 1 telecommunicator while has not made the hire at this time and has over 90 applicants and will begin interviewing shortly.
- d) Public Relations - Charles Alt
- e) Finance
  - Grant updates – There will be another round of Next Generation 9-1-1 for next year. Raymond does not expect to
  - Approve claims
    - Young made a motion to approve the claims as presented. Seconded by Conrad
    - Aye: Alt, Conrad, Morgeson, Young
    - Nay:

- 11) Old Business
- 12) New Business
- 13) Other Business
- 14) Adjournment

As there was no further business to be brought to the board it was moved by Young and seconded by Morgeson to Adjourn. Motion carried by a roll call vote.

Aye: Alt, Conrad, Weber, Young  
Nay:

Next Meeting Wednesday, September 9, 2020 at 5:00PM