MEETING MINUTES
Emergency Telephone System Board
Thursday, September 22, 2011
5:30 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Ave., Aldermanic Library

Members Present: David Blatt, M.D., Community Representative, 7th Ward Alderman
Jane Grover, Fire Chief Greg Klaiber, Perry Polinski, Communications Coordinator

Members Absent: 9th Ward Alderman Coleen Burrus, Police Chief Richard Eddington

Staff Present: Deputy Police Chief Jeff Jamraz

Presiding Member: 7th Ward Alderman Jane Grover

Declaration of Quorum

With a quorum present, Chairman Grover called the meeting to order at 5:45 p.m.

APPROVAL OF MEETING MINUTES of January 27, 2011

It was moved by Alderman Grover and seconded by Mr. Blatt that the minutes of the May 26, 2011 meeting be approved. A voice vote was taken and the minutes were unanimously approved as written.

NEW BUSINESS

Emergency Telephone System FY12 Proposed Budget Review - Mr. Polinski points out that there were minor changes made in the budget documents, provides an updated copy of “Actuals and Projections” and the fund summary, and explains that the 2% applied annually to the decrease in landline and increase in wireless count was changed to 1% based on the trend in estimated subscriber count supplied by data from the Cellular Telecommunications Industry Association (CTIA) as well as the most current actual revenue calculations and yields to Mr. Desai to address investment income. Mr. Desai explains that investment income projections have been kept flat at $1,000 hoping that more revenue can be garnered as the economy improves. Mr. Desai further explained that in annual increase of 3.5% was applied to operating expense projections.

Mr. Polinski recaps the $188,000 allocated for FY12 Capital Outlay referring Board Members to Staff memos; $40,000 annual allocation for computer and radio replacement, $20,000 to replace the 20 year old Spectra Tac Satellite Receiver Voting System, $8,000 to purchase a portable repeater which will provide back-up for the Police Department’s primary repeater, and $120,000 to replace the Fire Department’s existing tone alert system with a ramped alert tone and message sign system. Mr. Polinski then reviewed Operating Expenses explaining that each line item, for the most part, was kept at the same level as the last 12-month budget (FY10-11) with the exception of a $37,000 increase under Service Agreements & Contracts attributable to 911 Center upgrade equipment coming off warranty in March 2012 (Motorola Service
Agreement) as well as the addition of Field Reporting which increased software maintenance (SunGard Service Agreement). Mr. Polinski further explained that there was an additional increase in the “Telecommunications – Carrier Line” charges due to AT&T’s recent discovery that they had neglected to enter us into their billing system back in 2000 when we implemented wireless 9-1-1. While there are no back charges, we must now cover the regular monthly wireless 9-1-1 trunk access charges. Finally, Mr. Polinski noted a decrease in the “Telecommunications – Wireless” line item, which covers Verizon & Sprint/Nextel monthly bills, due to transitioning from a Federal to State contract and negotiations respectively.

Mr. Desai comments that, in general, the FY11 fund balance of $1,394,000 is pretty healthy considering there will be no more major capital improvements. He then reviews inter-department transfers explaining that they cover general administrative support and, instead of everything falling under “Transfer to Other Funds,” are now more specific i.e. Insurance Fund and General Fund, which includes Accounting, Finance, Auditing, etc.

Mr. Polinski reviews the 2012 capital outlay items contained in his justification memo to the Board; a new comparator ($16-20,000) to replace an existing 20 year old unit, which increases police portable radio range and effectiveness, and a back-up repeater ($8,000.00), which would maintain communications in the event of a main system connectivity failure. Chief Klaiber verbally outlined his reasons for requesting an appropriation to replace the antiquated fire alert tone system ($120,000) which is utilized for Fire Department response emergency call notification throughout the five citywide fire stations.

Mr. Blatt moves to approve the 2012 Budget, Deputy Chief Jamraz seconds, so moved.

COMMUNICATIONS

1. Declining Wireline Predictions he trend toward “cord cutting” is continuing at a rapid pace
   - Preliminary results from the July-December 2010 National Health Interview Survey (NHIS) indicate that the number of American homes with only wireless telephones continues to grow. Three of every ten American Homes (29.7%) had only wireless telephones during the last half of 2010 – an increase of 3.1% since the first half of 2010. In addition, nearly one of every six American homes (15.7%) received all or almost all calls on wireless telephones despite having landline. This report presents the most up-to-date estimates available from the federal government (Centers for Disease Control/National Center for Health Statistics) concerning the size and characteristics of these populations
   - Only 6% of the US population will still be served by the public switched telephone network (PSTN) by the end of 2018.
Mr. Polinski reminds the Board about the legislation that went into effect in January requiring VoIP providers to remit 9-1-1 surcharge at the landline rate of $1.50 which will help to offset the decline in wireline.

2. Verizon Home Phone Connect
   - Uses cellular adapter to provide dial-tone to regular cordless or corded phones (converts analog phones to wireless)
   - Shares minutes with wireless phone (on an existing Verizon wireless account)

Mr. Polinski describes this as a product that “repurposes” old phones. While cost appealing, it puts onus on caller to supply 911 call taker with their address and to ensure that the device has power (which is no longer derived form Phone Company).

3. Wireless 911 Grant
   - We were recently notified that Wireless Service Emergency Fund (surplus from Wireless Carrier Reimbursement Fund) grant dollars in the amount of $14,700 will be included in our June distribution (May was just received on September 8th).

   - Under the Chairman’s five-step action plan, the FCC will: (1) develop automatic location accuracy mechanisms for NG911, (2) facilitate the completion and implementation of NG911 technical standards for the hardware and software that carriers and public safety answering points (PSAPs) use to communicate NG911 information, (3) work with state 911 authorities, other Federal agencies, and other governing entities to provide technical expertise and develop a coordinated approach to NG911 governance, (4) develop an NG911 Funding Model focused on the cost-effectiveness of the NG911 network infrastructure linking PSAPs and carriers and (5) enable consumers to send text, photos, and videos to PSAPs.

Mr. Polinski reiterates that the purpose of NG9-1-1 is to support seamless, end-to-end IP-based communication of emergency related voice, text, data, photo, and video between the public and the PSAP and that NENA promotes this endeavor through such programs as “NENA goes to Washington,” which is Capitol Hill outreach to influence 911 legislation, and the “NENA Development Conference,” which is an opportunity to collaborate with peers to discuss technical & operational documents and standards. This announcement acknowledges that the capabilities of emergency response communications have not kept pace with commercial innovations.

5. FCC Wireless 9-1-1 Accuracy Requirements
   - The FCC recently adopted new rules governing the accuracy of location information provided by wireless carriers to PSAPs.
Requires accuracy measurements at the county or PSAP geo-level. (Prior to this, carriers were averaging over larger regional areas which resulted in higher accuracy levels from large cities skewing the results of rural areas where progress is needed the most.

Ordered that confidence and uncertainty data be provided on a per call basis by the end of year two (if call delivered with high degree of accuracy, search for the actual incident would be narrowed – conversely, if low, wider).

Downside, liberal time frame (8 years) for compliance and looser standards for carriers that use network based location technology.

STAFF REPORTS

Mr. Polinski reviewed highlights from the Illinois Commerce Commission (ICC) 911 Program Study that was submitted to the General Assembly on August 19th:

A. 9-1-1 Future Technology And Financial Needs Study

Pursuant to WETSA [50 ILCS Act 751/25], the ICC was required to conduct a study to determine the future technological and financial needs of the of the wireless 9-1-1 systems

Study helps the legislature understand the cost of operating a 91-1 system and funding method

Final consultant report was due to the General Assembly by August 21, 2011 and has been posted

Shows that funding from 911 surcharges falls 20 percent short of funding the state’s emergency telephone service

Found that annual 911 data is reported manually each year, making analysis difficult, and that there is no uniform method of accounting for 911 surcharge receipts and disbursements

The public is “not well informed” about 911 systems, limiting their use of the system and their political support for funding and upgrades

The state can borrow 911 surcharge funds any time, some surcharges are routinely collected and swept into the state’s general fund

1. Report can be found in its entirety at: [http://www.icc.illinois.gov/911/](http://www.icc.illinois.gov/911/)

Mr. Polinski reported that at a recently attended joint INENA and IL APCO meeting, the ICC/911 Program Manager had indicated that she was not clear on how legislators may use the report and that it is likely a better tool for INENA to use to pass legislation.

5. UNFINISHED BUSINESS
A. Narrowbanding – under this FCC mandate all radio frequency equipment currently operating at 25 kHz must be narrowbanded to 12.5 kHz by January 1, 2013. This is being undertaken to improve spectrum efficiency and provide more channel availability and will require a complete assessment of all of our existing radio equipment. For the most part, our equipment will need to be reprogrammed/retuned to meet narrowband specifications. However, legacy radio equipment (pre-dating the year 2000) in all likelihood will need to be replaced. We are in pretty good shape because a) we do our own subscriber (portables and mobiles) programming in-house and b) we have replaced older equipment over a few budget cycles (the main fire channel and subscribers were narrowbanded a few years ago when we upgraded the entire radio system). Some infrastructure may have to be replaced but, for the most part, will probably just require upgrading the firmware (OS) on base stations.

Mr. Polinski reported stated that we have “refreshed” our public-safety radio system by replacing legacy equipment on an on-going basis over the years which will make the cost and effort associated with narrowbanding less cumbersome. The project will begin this fall.

LEGISLATIVE UPDATES

A. HB3296 – Amends the Wireless Emergency Telephone System Act (WETSA) – removes provision repealing the Act on April 1, 2013
  o Extends/Eliminates Wireless Sunset Date
  o Held up pending results of ICC study

B. SB1321 – Amends the Illinois Premise Alert Program (PAP) Act – to include oxygen cylinders
  o Includes in the definition of “disability” and “special needs individual” a medical impairment that requires the use of pressurized oxygen
  o “Public Safety agencies shall make reasonable efforts to publicize the Premise Alert Program database.”
  o Approved by the Governor on August 22nd with an effective date of August 22, 2011 (PA 97-0476)

Mr. Polinski advised that the legislation states that public safety agencies “shall make reasonable efforts” to publicize the PAP and requires suppliers to give notice to the user.

C. SB2063 – Creates the Prepaid Wireless 9-1-1 Surcharge Act – provides for a prepaid wireless 9-1-1 surcharge
  o Places a 1.5% surcharge on all prepaid retail transactions that will be collected at the point-of-sale by the retailer (e.g. AT&T, Verizon, Best Buy and Walgreen stores)
  o Approved by the Governor on August 19th with an effective date of January 1, 2012 (PA 97-0463)
Mr. Polinski reported that Best Buy and other retailers will begin selling Cricket prepaid phones beginning September 25th.

D. HB1610 – Amends the Emergency Telephone System Act to allow automatic devices access to a 9-1-1 system for the purpose of locating a missing cognitively-impaired, disabled, or special needs person who has been reported missing.

  o Approved by the Governor on July 6th with an effective date of January 1, 2012 (PA 97-0082)

Mr. Polinski summarized that this legislation allows access to 9-1-1 trunks for EMfinders, a company that provides a cellular device which is worn like a watch and uses the existing cellular network for locating missing persons of all ages with autism, dementia, Alzheimer’s or other impairment.

NEW BUSINESS

A. E9-1-1 Phone System cost-sharing proposal – Mr. Polinski gave a short, verbal overview of the proposed E9-1-1 Phone System sharing with the Wilmette and Northwestern University Police Departments which would essentially share backroom equipment as well as annual maintenance costs between all three agencies. The Board voted unanimously to continue these discussions.

ADJOURNMENT

Chief Klaiber moved and Alderman Grover seconded to adjourn. A voice vote was taken and the motion was approved at 6:35 P.M.

Respectfully Submitted,

Perry J. Polinski
Communications Coordinator, Police Department