Members Present: David Blatt, M.D., Community Representative, 9th Ward Alderman Coleen Burrus, Division Fire Chief Tom Janetske, Fire Chief Greg Klaiber, Perry Polinski, Communications Coordinator

Members Absent: 7th Ward Alderman Jane Grover, Police Chief Richard Eddington,

Staff Present: Deputy Chief Aretha Barnes, Budget/Finance Manager Louis Gergits

Presiding Member 9th Ward Alderman Coleen Burrus

Declaration of Quorum
With a quorum present, Chairman Burrus called the meeting to order at 5:30 p.m.

APPROVAL OF MEETING MINUTES of May 22, 2014
It was moved by Dr. Blatt and seconded by Chief Klaiber that the minutes of the May 22, 2014 meeting be approved. A voice vote was taken and the minutes were unanimously approved as written.

COMMUNICATIONS
At the request of Dr. Blatt, the aforementioned Report had been distributed for discussion. Mr. Polinski reported that all staff has received training in “Active Shooting Response,” which specifically addresses the role of the public safety telecommunicator in handling these types of incidents. He advised that they learn what questions to ask callers as well as tactics and strategies that will protect people on the scene. Additionally, the training explores the five phases of the active shooter; Fantasy, Planning, Preparation, Approach & Implementation. He further advised that all staff have received ICS (Incident Command System) in active shootings training. Mr. Polinski went on to briefly outline communications related issues sited in the report, contrasted Evanston’s system with that of the Navy Yard complex, and measures that have been put place to mitigate such issues.

COMMITTEE REPORTS (LEGISLATIVE UPDATES)
A. P. A. 98-0332
Mr. Polinski explained that Public Act 98-0332 made a number of important changes for 9-1-1 service in Illinois, including providing additional surcharge revenue for 9-1-1 systems throughout the state, a mechanism for payment of outstanding invoices for wireless carriers, and establishing new financial reporting requirements for 9-1-1 systems. The law creates a statewide 9-1-1 Administrator within the Department of the IL State Police. The new law addressed most of the recommendations and observations.
from the 9-1-1 Services Advisory Board’s April 2014 report to the General Assembly; it extended the existence of the Board to July 1, 2015, and expanded the Board’s membership from 11 to 18. The Board is required to work with the ICC to submit another report to the General Assembly by April 1, 2015. The Board’s first meeting was August 26, 2014.

**STAFF REPORTS**

A. Text-to-911

Mr. Polinski advised that the 9-1-1 Communications Center has been working closely with Verizon to implement the GEM (Geospatial Emergency Messaging 9-1-1) solution which is provided by a third party vendor TCS (TeleCommunication Systems, Inc.). Currently, text-to-911 testing is being conducted with Verizon, Sprint and AT&T.

**UNFINISHED BUSINESS**

A. Fire Station Tone Alert System

Mr. Polinski reported that system installation, optimization and testing have been completed. Administrator, telecommunicator and end user training had been conducted over the past two weeks. A cutover date has not yet been determined as the vendor is still in the process of completing “punch list” items which will be used to resolve level issues and identify any other bugs that may need to be worked out.

B. EMD

Mr. Polinski advised that 9-1-1 Communications Center management, as well as Fire & Life Safety Services Division Chief Hohl, have been in contact with St. Francis EMS Coordinator Dr. Adam Greenberg in an effort to identify and discuss the necessary steps to implement EMD.

**NEW BUSINESS**

A. Emergency Telephone System FY15 Proposed Budget Review

Mr. Polinski informed the Board that the only change in the budget packet is in the Emergency Telephone System Revenue Budget Worksheet. He explained that the FY15 projection for Wireless Surcharge was changed to reflect the 13.5% increase that resulted from the passage of Illinois P.A. 98-0634 which effects wireless surcharges collected and remitted on or after July 1, 2014. The projected decrease in landline was kept at 2%. With respect to expenses, Mr. Polinski advised that all operating expense items for FY15 remain flat compared to FY14 with the exception of “Service Agreements/Contracts,” which reflects increases due to annual maintenance fees, typically increasing 3-5%, as well as renewal of Digital Voice Logger maintenance (post warranty 4-year prepaid expires on July 31, 2015) and the addition of Zetron IP Fire Station Alerting annual maintenance (post warranty late 2015). No new capital replacement outlay items were identified for FY15. Mr. Gergits reported that salary and wages increased 2.7% for union and 2.5% for non-union personnel. Mr. Gergits further explained that there was no increase in the Transfer to General Fund (general administrative expenses) which is typically calculated at approximately 20% and covers
such administrative overhead as support services; Information Technology, Auditing, etc., or the Transfer to Insurance Fund. Finally,

Finally, Mr. Polinski presents the proposed 2015 Emergency Telephone System Board meeting schedule. It was moved by Alderman Burrus and seconded by Chief Klaiber that the 2015 meetings be relocated from the Lorraine H. Morton Civic Center, 2100 Ridge Ave., Aldermanic Library to the Fire Department Administration, 909 Lake St., First Floor Conference Room. A voice vote was taken and the motion was unanimously approved.

Dr. Blatt moves to approve the 2015 Budget and meeting schedule, Chief Klaiber seconds, so moved.

**ADJOURNMENT**

Alderman Burrus moved and Dr. Blatt seconded to adjourn. A voice vote was taken and the motion was approved at 6:10 P.M.

Respectfully Submitted,

Perry J. Polinski  
Communications Coordinator  
Police Department