MEETING MINUTES
Emergency Telephone System Board
Thursday, September 27, 2012
5:00 P.M.
Police Department, 1454 Elmwood Ave.,
Second Floor, Chief Eddington’s Office

Members Present: David Blatt, M.D., Community Representative, 9th Ward Alderman
Coleen Burrus, 7th Ward Alderman Jane Grover, Division Fire Chief Tom Janetske, Fire
Chief Greg Klaiber, Perry Polinski, Communications Coordinator

Members Absent: Police Chief Richard Eddington

Staff Present: Deputy Police Chief Jeff Jamraz, Finance Manager Louis Gergits

Presiding Member: 7th Ward Alderman Jane Grover

Declaration of Quorum
With a quorum present, Chairman Grover called the meeting to order at 5:00 p.m.

APPROVAL OF MEETING MINUTES of May 24, 2012

It was moved by Dr. Blatt and seconded by Mr. Polinski that the minutes of the May 24,
2012 meeting be approved. A voice vote was taken and the minutes were unanimously
approved as written.

NEW BUSINESS

Emergency Telephone System FY13 Proposed Budget Review - Mr. Polinski begins
by pointing out that landline and wireless revenue has remained stable and, therefore,
revenue projections for FY13 will remain the same as FY12. However, he is optimistic
that more revenue will be garnered considering the passage of PA96-0927 on August
28, 2012 which requires VoIP providers to remit 911 surcharge at the landline rate,
SB2063 which went into effect on January 1, 2012 and provides for a prepaid wireless
911 surcharge of 1.5% on all transactions at point of sale, and encouraged by the fact
that 911 Code Part 725 (Standards of Service Applicable to 9-1-1 Emergency Systems)
is in the process of being re-written and should address a new mechanism for funding.
He reminds the members that the Year-to-Date amount for Wireless 911 Surcharge
does not include the transfer from the Wireless Carrier Reimbursement Fund to the
Wireless Emergency Service Fund that the Evanston Emergency Telephone System
Fund received a check from the State for in the amount of $80,487.38 on September
10, 2012 which had not yet been deposited and yields to Mr. Gergits to address
Salaries, Benefits and Intra-departmental transfers. Mr. Gergits explains that Regular
Pay increased by 2%, Life Insurance is up slightly, and there is an increase in Social
Security and Medicare due to the increase in salaries. Mr. Gergits further explained that,
with respect to inter-departmental transfers, there was no increase in the Transfer to
General Fund; which covers in-direct “overhead” costs i.e. Accounting, Finance,
Auditing, etc., or the Transfer to Insurance Fund. Finally, there was an increase in
Transfer to DS Fund-ERI Debt Service which is related to the early retirement program and is calculated on a per person percentage basis.

With regard to operating expenses, Mr. Polinski advised that the same FY12 budget amounts for all accounts were transferred into the FY13 budget and that there were no increases for non-personnel expenses with one exception. Mr. Polinski went on to explain that the Service Agreements/Contracts account reflects an increase in the “HTE Annual Maintenance” line item of $13,500 due to software support for the recent Field Interview and Field Arrest Reporting application implementation.

Lastly, Mr. Polinski recaps the $70,000 allocated for FY13 Capital Outlay referring Board Members to Staff memos; $40,000 annual allocation for computer and radio replacement, $15,000 to cover the cost of installing wireless VPN software to manage secure wireless data in order to comply with new Criminal Justice Information System (CJIS) encryption security requirements, $8,000 to enhance the existing NICE digital voice logging system, and $7,000 for an additional 911 Center data processing room air conditioning unit.

Alderman Burrus moves to approve the 2013 Budget, Dr. Blatt seconds, so moved.

COMMITTEE REPORTS (LEGISLATIVE UPDATES)

A. HB5541 – Extends WETSA (Wireless Emergency Telephone System Act) sunset beyond January 1, 2013 as well as increases monthly surcharge to $1.00 from its current $0.73.

Mr. Polinski advised that the ITA (Illinois Telecommunications Association), which represents providers, opposes any change in the surcharge and the ITA, ICC, and the bill legislator are still working out the language.

B. HB5542 – Creates the Next Generation Emergency Telephone System Act.

Mr. Polinski advised that there is agreement on extending the sunset on wireless surcharge. However, there is no agreement on how long. (The ITA wants 1 to 2 years, I-NENA & IL-APCO are asking 3 to 5 years – looks like it will be more like 2 to 3 years.)

The next meeting has been scheduled for October 1, 2012.

STAFF REPORTS

A. T-Band (470-512 MHz) give back – recently passed legislation to create a National Public Safety Broadband Network (D-Block Project).

  o The City of Chicago recently filed an advisory opinion with the FCC seeking clarification on existing T-Band users abandoning their licenses and answers to questions regarding receipt of in-king spectrum and funding. (Members were provided with a copy of the letter.) The issue is what, if any, are the accommodations for existing T-Band users with respect to providing new channels, cost re-imbursements, or other funding.
Congress may have to revisit the T-Band take-a-way as it is ill conceived and unworkable in its present form. Mr. Polinski advised that this issue will continue to be followed very closely.

UNFINISHED BUSINESS

A. E911 Phone System virtual consolidation (verbal, Mr. Polinski)
   o The Village of Wilmette’s Board approved all of their 911 Center upgrades except the phone system pending further cost breakdown and a final agreement.
   o Northwestern is in the process of ordering their new E911 phone equipment. If necessary, they can connect to our existing back room equipment and reconnect once “Side B” is relocated to Wilmette (or independently purchase their own stand-a-lone back room equipment if plans fall through).

B. New Fire Station tone alert system (verbal, D/C Janetske)
   o Surveyed other area agencies to determine what type of wireline (IP) alerting systems are in use to identify our needs locally in order to compile an RFP. The results were wide ranging (everyone uses different equipment). However, obtained three vendors that specialize in this field. It is crucial that the RFP include as much detail as possible to fend off less reputable vendors. Estimate one month for RFP and installation within the year.

COMMUNICATIONS

A. EMD
   o Chief Klaiber advised the Board that he will get together with Chief Eddington and Mr. Polinski to discuss the details.

ADJOURNMENT

Alderman Burrus moved and Dr. Blatt seconded to adjourn. A voice vote was taken and the motion was approved at 5:35 P.M.

Respectfully Submitted,

Perry J. Polinski
Communications Coordinator
Police Department