

**MINUTES**  
**WINNEBAGO COUNTY EMERGENCY TELEPHONE BOARD**  
**204 S. FIRST STREET, ROCKFORD, IL**  
**February 11, 2020**

**I. CALL TO ORDER**

Meeting was called to order at 9:01 a.m.

**II. ROLL CALL**

Present: Todd Stockburger-Co Chair, Gary Caruana, Don Carlson, Chuck Lynde, Don Shoefflin, Adam Truman, and Joel Hallstrom

Absent: Derek Bergsten, Barb Berman, Dan O'Shea, and Rob Martin

Guests: Thad Martin, Mark Karner, Glenn Trommels and Steve Chapman

**III. APPROVAL OF MINUTES**

**Motion:** Gary Caruana made a motion to approve the minutes of January 14, 2020 and Chuck Lynde seconded the motion. Motion Carried.

**IV. FINANCIAL REPORT**

Todd Stockburger asked for a motion for the approval of the financial report. **Motion:** Don Shoefflin made a motion to approve and Gary Caruana seconded it. Motion carried.

**V. New Business**

**January, 2020 Call Volume and Answering Reports**

Reports were reviewed for Rockford and Winnebago Co Sheriff's E911 Centers. Sheriff Caruana acknowledge Winnebago Co E911 Director Thad Martin for a nice job with call answering.

**AFR Financial Report**

Todd Stockburger thanked Steve Chapman and Sandy Stansell for their assistance in preparation of the annual report; Todd received an electronic receipt of filing. The report was submitted on February 4, 2020. Chuck Lynde asked for a copy of the financial report; Todd Stockburger will forward a copy of the same.

**VI. Old Business**

**NG911 Project**

There were no updates at this time.

**Mission Critical Partners – Consolidation Update**

There were no updates.

**CAD/RMS Update – Glenn Trommels**

Glenn Trommels said approximately eighty (80) police and fire personnel have been trained on the mobile application. A 4-hour remote training will occur by Central Square; this update training will occur via remote and it will be recorded. The functional acceptance test has been completed for RMS. CAD data imports are underway and some of the interfaces are in various stages of completion (LEADS, Firehouse, ESO, Digiticket). Working towards disaster recovery site, but temporarily paused. Work continues on RMS Governance and Data Sharing Agreements. The \$75,000.00 grant was received through Representative Sosnowski; this will be shared equally between all participants. The mock go-live is scheduled for next week; an attempt to dispatch every law enforcement agency and Rockford Fire Department test scenarios will occur. Testing for software, CAD system, mobile system, and network activity will occur. Every law enforcement agency will be contacted so they can prepare for the mock "go-live." RMS training

is scheduled; starting next week there are eight (8) sessions scheduled. Each session is three classes long—a lot of training. In March, 2020, CAD training will occur. The “go-live” date is still scheduled for April 7, 2020. Central Square representatives will be on site at both PSAPs for the go-live for a total of three (3) days—Tuesday through Thursday. NIBRS training is scheduled for March 26, 2020 through March 27, 2020. The ETSB will not pay for Mobile licensing for police department desktop computers. **Risks:** 911 phone system interfaced with CAD will not occur; impact is call takers won’t have ani/ali information with the auto-populate feature. **Station alerting:** that contract has been awarded and the project kickoff is scheduled, but it likely will not be up and running by the go-live date; working toward an interface. The interface to LEADS is going very slow. Glenn contacted State Representative Cabello for assistance with the LEADS interface; the hope is that IL State Police will allocate resources to help facilitate the interface. Messages are being sent to LEADS, but the LEADS system doesn’t recognize something. The LEADS response is “invalid request.”

#### **911 Manager Position Update**

This position would support both PSAP’s. For now, however, the position needs to be approved through Rockford City Council.

#### **Station Alerting System**

Kickoff meeting is scheduled for Friday; more information to follow. Don Shoefflin commented that Derek Bergsten asked for a floorplan of all fire stations.

## **VII. NEXT MEETING AND ADJOURNMENT**

The next ETSB meeting is scheduled for **March 10, 2020 at 9:00 a.m. at Rockford Fire Headquarters, 204 S. 1<sup>st</sup> Street Rockford, IL 61104**

#### **Adjournment**

**Motion:** Don Shoefflin made a motion to adjourn at 9:21 am. Gary Caruana seconded the motion. Motion carried.