

MINUTES

EMERGENCY TELEPHONE SYSTEM BOARD

First Floor Conference Room
53 South La Grange Road
La Grange, IL 60525

Thursday, February 24, 2011 - 6:00 p.m.

1. CALL TO ORDER AND ROLL CALL

A meeting of the Emergency Telephone System Board (ETSB) of the Village of La Grange was held on Thursday, February 24, 2011, in the First Floor Conference Room of the Village Hall and was called to order at 6:00 p.m. by Village President Elizabeth Asperger.

Present and constituting a quorum were: Trustee Bill Holder, Fire Chief Bill Bryzgalski, Police Chief Mike Holub and Village Manager Bob Pilipiszyn with Chairman Asperger presiding.

Also present were: Assistant Village Manager Andri Peterson and Finance Director Lou Cipparrone.

2. APPROVAL OF MINUTES

The minutes of the ETSB meeting of February 22, 2010 were presented for approval with no changes noted. It was moved by Chief Holub, seconded by Village Chief Bryzgalski that the ETSB Minutes of February 22, 2010 be approved.

3. REVIEW OF THE EMERGENCY TELEPHONE SYSTEM BOARD BUDGET FOR FY 2011-12

Revenues: Finance Director Cipparrone briefly reviewed the two primary revenue sources for the ETSB Fund: 1) 911 Surcharge Fee of \$.75 per land line and 2) Wireless 911 Surcharge. The Village receives \$.49 of the \$.75 fee per line wireless fee with the balance funding telecommunications grants for rural areas in downstate Illinois.

Revenues are expected to continue their current trends with the 911 Surcharge decreasing and the Wireless 911 Surcharge increasing due to the growing use of cellular phones, including family packages with multiple lines and households eliminating land lines for internet access to cable or DSL.

The Wireless Emergency Telephone Safety Act requires the Illinois Commerce Commission to annually review funds available for grant requests and distribute surplus funds to local agencies. FY 2008-09 was the first year of the required surplus calculation which resulted in a distribution to the Village in the amount of approximately \$36,000. Surplus distributions FY 2009-10 and FY 2010-11 were \$9,000 and \$4,000; respectively.

Subsequent year budgets are based solely on the annual wireless 911 surcharge. Future surplus distributions are not budgeted as receipt is dependant upon grants funded by the CMS.

Chief Holub reported that the wireless 911 surcharge is due to sunset April 2013. This date has been amended legislatively once and it will need to be amended again in order to keep the surcharge active. The Illinois Commerce Commission is required to complete a study to determine the future technological and financial needs of the wireless 9-1-1 systems. A report from the study is due to the General Assembly with recommendations in late 2011. The Police and Fire Chiefs Associations and Illinois Municipal League are advocating for renewal of the surcharge in order to continue to fund emergency 911 operations. The ETSB budget assumes the surcharge will be renewed. IF not, the Village may need to consider a referendum to increase the landline surcharge to fund future ETSB expenditures.

FY 2010-11 reflects receipt of federal funds in the amount of \$100,000 to enhance law enforcement technology and equipment including the next phase of 911 services and digital mapping.

Expenses: Finance Director Cipparrone briefly reviewed the various routine operating expenditures within the fund.

A new line item is reflected beginning in FY 2011-12 o account for the shared cost of implementing a Geographical Information System (GIS) to work in conjunction with the current 911 systems technology. Discussion ensued regarding the Village's proposal to join the GIS Consortium to provide descriptive, geographical information which enables spatial and descriptive querying, reporting and mapping. This new system will allow the sharing of data across all departments in a standard format that will create efficiencies for the Village through the elimination of redundant data collecting and use. Furthermore, this system will provide for enhanced data analysis and will allow Village employees, residents and business owners with access to data and advanced mapping tools.

Participation in the Consortium allows small and medium sized municipalities to share the overhead cost of establishing and maintaining a GIS program by partnering to develop a regional system without the need to add staff. The annual cost of the GIS consortium (\$45,000) is proposed to be shared between the ETSB, Water, Sewer, Parking and General Funds (Community Development Department) based upon anticipated usage of the system capabilities.

Chief Holub and Chief Bryzgalski reported that the New Equipment budget in FY 2011-12 budget includes \$28,200 for "narrow banding" of radio equipment in the Police and Fire Departments. Federal Communication Commission (FCC) Regulations requires all Public Safety Agencies to become narrowband compliant by January 1, 2013. Narrow banding is the narrowing of VHF and UHF channel bandwidths or increased voice paths on existing channels. This will allow for the creation of additional channels, thereby supporting more users. The current bands are congested with limited availability and restrict expansion or implementation of new systems.

The LaGrange Police, Fire and Public Works radio systems use VHF and UHF channel bandwidths and are therefore required to comply with the FCC Regulations. Narrow banding will require the replacement of several police base radio and receivers and the reprogramming of all existing portable and mobile radios belonging to the police and fire departments.

The FY 2011-12 budget also includes \$2,000 for a new computer for the EMS wireless reporting system and portable radio batteries.

Reserves: Finance Director Cipparrone reported that the ETSB Fund is slowing drawing down Fund Balance reserves which is an appropriate use of these funds as the replacement of all major equipment is provided for in the Equipment Replacement Fund. However, if the wireless 911 surcharge is not renewed, the Village may need to consider a referendum to increase the landline surcharge to fund future ETSB expenditures.

4. RECOMMENDATION

Upon a motion by Trustee Holder, seconded by President Asperger, it was moved that the ETSB recommend to the Village Board of Trustees the adoption of the FY 201-12 ETSB budget as presented.

5. ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Lou Cipparrone
Finance Director

Approved: 02/27/12