

# *E-911 Committee City of Zion*



2828 Sheridan Road  
Zion, Illinois 60099  
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www.cityofzion.com

*"Historic Past – Dynamic Future"*

**Committee Members**  
*John Lewis, Chairman  
Fred Ray, Vice-Chairman  
Eric Troy, Secretary  
Lane Harrison  
Lloyd DeTienne  
Steve Dumyah  
Kirk Henderson  
Brandon Busch*

**Subject: General Meeting Minutes**

**Date: March 11, 2015**

**Location:** Zion Police Department  
2101 Salem Blvd  
Zion, IL 60099

## **Call to Order**

Chairman, John Lewis, called the meeting to order at 2:11pm

## **Roll Call:**

Present: Chief John Lewis, Chief Steve Dumyah, Deputy Chief Kirk Henderson, Field Director Brandon Busch, Director David Knabel, Battalion Chief Eric Troy, Fred Ray

Absent:

Guests:

## **Secretary's Report:**

Secretary Troy presented the minutes from the February 3, 2015 special meeting without comment or corrections. A motion was made to place the minutes on file by Kirk Henderson and second by Fred Ray, all ayes, motion passed.

## **Treasurer's Report:**

David Knabel presented the 2014-2015 treasurer's report with revenue and expenditures listed without comment or correction. A motion was made to place the 2014-2015 treasurer's report on file by Eric Troy and seconded by Brandon Busch, all ayes, motion passed.

**Correspondence:** John Lewis stated that the City of Waukegan sent a letter that they wish to maintain the joint jurisdictional agreement. He further indicated it is required to keep these on file per the ICC (Illinois Commerce Commission).

## **Old Business:**

- Status of EMD (Emergency Medical Dispatching)
  - With all training complete, we are waiting on personal data forms to be completed by the telecommunicators. These will be sent to the project medical director at North Lake County EMS and filed.
  - The project medical director needs to sign off on the Power Phone EMD protocols. John Lewis advised this should not be a problem as it is the same protocols Waukegan uses and they are approved.

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- E-911 will need to send a \$30 check to IDPH for each telecommunicator (8) that is certified. At this time, the total should be \$240.00 which was previously approved.
- Change in E-911 Board Members
  - Zion City Council approved the board to remove the Mayor and Commissioner from the E-911 board per their request. It is understood that they have the prerogative to attend any E-911 meeting they choose.
- Zion City Council approved adding the Director of Finance to the E-911 board.
- Opens Meeting Act Training
  - All E-911 members with the exception of Brandon Busch previously completed open meetings act training via the State of Illinois. Brandon Busch indicated he would complete that training in the near future.
- 2015-2016 Budget
  - David Knabel presented the agreed budget at the previous special meeting to the members. With no further discussion, a motion was made to accept the 2015-2016 budget and forward it to Zion City Council by Steve Dumyahn and second by Eric Troy. All ayes and motion passed.
- Radio Tower at Nuclear Plant
  - Zion Solutions has indicated the tower housing police radio equipment and antennas will be coming down soon. They previously stated they will be paying to move the equipment to another tower on site. In December, the board approved Radicom to complete work. At this point, no further action has occurred due to the Zion City Attorney reviewing the hold harmless agreement. John Lewis has been overseeing this contact with the attorney and said minor changes are being considered.

### **New Business:**

- John Lewis advised he is working with the bylaws and possible changes to present to the board.
- Identifying purchasing between meetings.
  - The board discussed how to handle expenses between our quarterly meetings. It was discussed that our normal monthly bills such as phone lines, IT/consulting, and routine maintenance have always

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been acceptable to be paid and then reviewed and approved at the next meeting. The board acknowledged our budget accommodates for urgent repairs when crucial equipment fails in the dispatch center. It was agreed that since we have a line item for such situations, it is appropriate to make the purchase with the approval of the Chairman and Vice Chairman permission. A cap for such expense on a urgent non-meeting expense is set at \$2,000.00. Any amount over \$2,000.00 will require a special meeting to be immediately scheduled.

**Public Comment:**

- No public present or comment received

**Adjournment**

- Seeing no other business, motion to adjourn made by Kirk Henderson, seconded by Fred Ray, all ayes, motion approved at 2:57pm.

Respectfully Submitted,

Battalion Chief Eric Troy