

**Jersey County ETSB/E911 Meeting Minutes for
Tuesday, March 19, 2019**

Members Present: Mike Schlemer, Heidi Carter, Brian Kanallakan, Leah Hawk, Michael Morgan, Steve Pohlman, Jim Wickenhauser, Rob Hedger, Rhonda Wilson

Members Absent: Don Prather, Mike Wendle

Public Present: None

Mike M. opened the meeting at 7:00 p.m.

Mike M. asked for approval of the January 15, 2018 Regular Meeting Minutes. A motion to approve said minutes was made by Heidi and seconded by Mike S. Motion passed.

Comments or Concerns from the Public

None

Treasurer's Report

Each member was given a Monthly Budgetary Status Report through February 28, 2019. The Report showed a fund balance of \$474,851.13. Rhonda stated the funds for November 2018 in the amount of \$35,600+ was received on February 28, 2019 and deposited after March 1st, 2019. It was noted all expenses and revenues are on-track. A motion to approve the report was made by Jim and seconded by Leah. Motion passed.

Director's Report

None.

Each board member was given a summary of the 9-1-1 and administrative call volume through February 28, 2019 as well as a graph showing how 2019 data is compared to data for the years 2016, 2017, and 2018.

Committee Reports:

Finance Report

None

Personnel Report

None

Old Business

None

Election of Officers: Nominations for and Election of Chair, Vice-Chair and Treasurer – Appointment of Non-Member Secretary

Rob stated each March; officers are elected for the Chairman, Vice-Chair and Treasurer positions. Currently, Mike Morgan is the Chairman, Jim Wickenhauser is Vice-Chair and Heidi Carter is the Treasurer. Rob asked if anyone wanted to nominate anyone new for either position. Seeing no new nominations being raised and no one requesting to be considered for a position, each of the current officer holders agreed to continue in their respective capacity. A motion to retain Mike Morgan as Chairman, Jim Wickenhauser as Vice-Chair and Heidi Carter as Treasurer was made by Mike S. and seconded by Brian. Motion passed.

A motion to go into Executive Session for the Purpose of Hiring was made by Jim and seconded by Heidi. Motion passed.

The Board went into Executive Session at 7:05 p.m.

Steve joined the meeting at 7:09 p.m.

A motion to end Executive Session was made by Mike S. and seconded by Heidi. Motion passed.

The Executive Session ended at 7:12 p.m.

Mike M. re-opened the Regular Meeting at 7:12 p.m.

Executive Session: For the Purpose of Hiring

See notes under **New Business – Action Pursuant to Closed Session Re: Hiring**

New Business

Action Pursuant to Closed Session re: Hiring

A motion to approve the employment of the candidate discussed in executive session as a probationary telecommunicator to fill our current vacancy was made by Heidi and seconded by Leah. Steve Pohlman abstained from voting. Motion passed.

Discussion & Possible Action Re: Committee Appointments

The following individuals have been nominated and/or to remain on the *Finance Committee*:

- Mike Wendle (*remain*)
- Jim Wickenhauser (*remain*)
- Mike Schlemer (*remain*)
- Heidi Carter (*nominated*)

Steve will no longer serve on the *Finance Committee*.

The following individuals have been nominated and/or to remain on the *Personnel Committee*:

- Brian Kanallakan (*remain*)
- Don Prather (*nominated*)
- Leah Hawk (*nominated*)
- Steve Pohlman (*nominated*)

Heidi and Jim will no longer serve on the *Personnel Committee*.

A motion to approve the nominated and/or to remain or removal from the *Finance Committee* and the *Personnel Committee* as outlined hereinabove was made by Jim and seconded by Heidi.

Motion passed.

Miscellaneous

At the last LEPC meeting, Heidi announced the Health Department will be hosting an ICS 400 course. Heidi informed the board the course will be held at the Jersey Community Unit office located on Lincoln Street here in Jerseyville on April 24 and 25, 2019 from 9:00 a.m. to 3:00 p.m. with an hour break for lunch both days. Terry Everett from Bond County will be the instructor. As a pre-requisite, an individual has to have attended the ICS 300 course. Heidi indicated should there be enough people who need to attend the ICS 300 course; she would entertain hosting that as well. Just let Heidi know if anyone is interested in attending the ICS 400 class, and if there is a need for the ICS 300 course as well. Rob will put out this information through the lamResponding app.

Next Regular Meeting is scheduled for Tuesday, May 21, 2019.

A motion to adjourn the regular business meeting was made by Jim and seconded by Mike S.

Motion passed.

Meeting adjourned at 7:25 p.m.