



Jessica Douglas
Director

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QUINCY/ADAMS COUNTY 9-1-1 JOINT EMERGENCY TELEPHONE SYSTEM
BOARD (ETSB) MEETING
Minutes
January 15, 2025

5 members present: Quincy Ald. Dave Bauer, Quincy Ald. Kelly Mays, Quincy Ald. Ben Uzelac, Quincy Police Chief Adam Yates, Adams County EMS Chief John Simon

4 members absent: Chairman Barb Fletcher, PSAP Representative David McCleary, Adams County Public Member Patrick Frazier, Adams County Rural Fire Association Representative Tom Bentley

Also present: 911 Director Jessica Douglas, Adams County Information Technology Director David Hochgraber

Quorum Call. In the absence of Chairman Barb Fletcher, Vice-Chairman Adam Yates called the meeting to order and indicated a quorum was present.

Dave Bauer made a motion to approve the minutes of the October 16, 2024 meeting. Kelly Mays seconded the motion.

The motion carried and the minutes were approved as presented.

204 Fund Balance. Director Douglas reported an Emergency Telephone System Fund (Illinois 911 surcharge) balance of \$2,054,596.12 as of January 14, 2025.

She noted that an average of \$72,500 per month in surcharge revenues was received in the past quarter.

CAD/RMS Implementation Project Status. Director Douglas provided the board with an update on the status of the PSIMS CAD/RMS implementation project status.

She informed the board that the PSIMS CAD/RMS/Mobile implementation was indefinitely paused in November due to the vendor's (Cushing Systems) inability to meet satisfactory standards of service by failing to provide a satisfactory solution meeting the original go-live deadline of November 13, 2024. She noted that the training provided by Cushing Systems was also unsatisfactory.

She stated that she and representatives of both the Adams County Sheriff's Office and Quincy Police Department all agreed to not proceed further with the implementation of the PSIMS CAD/RMS/Mobile solution and a verbal notice of intent to not proceed further with the project and for what reasons was given on November 13, 2024. She noted that as set out in the Master Purchase, License, & Services Agreement, the vendor, having been given notice as to what the problem is, is given the opportunity to correct the problem and chose to offer an alternative software suite as a solution.

Director Douglas stated that it is not her recommendation to proceed with the alternative software solution, citing concerns with the functionality of the CAD module, concerns with service, and network security concerns due to the cloud-based RMS module. She further stated that she is communicating with the Adams County State's Attorney's Office to plan the next steps towards terminating the agreement.

It was discussed that to date \$324,942.90 in project milestone payments has been made to the vendor.

Director Douglas stated that the current CAD/RMS software solution will be utilized and that the current vendor, Logistic Systems, has offered limited extended support throughout the remainder of the 2025 calendar year at a cost of \$34,159.45.

There was discussion amongst the board regarding the advantages of partnering with a consultant firm to aid in the procurement of an effective solution. Director Douglas stated that she would reach out to other 911 systems as well as some consultant firms to gather information to present to the board. It was discussed that a special meeting within the next 45 days will be necessary for further discussion and possible action by the board.

FY 2025-2026 911 Budget. Director Douglas presented her Fund 202 budget, funded 60% by the City of Quincy and 40% by Adams County, for discussion and possible action. She noted a 3.93% reduction in the proposed budget from the current fiscal year budget. 18 salaries (16 Dispatchers, 2 Dispatch Supervisors) and the cost for the Records Management System (RMS) annual software license/maintenance and uniforms, both ineligible surcharge expenses, are contained within the Fund 202 budget. She noted that in previous fiscal years not all salaries and benefits for all authorized positions had been budgeted for due to staffing shortages, however, she anticipates all authorized positions being filled during the fiscal year.

Ben Uzelac made a motion to approve the Fund 202 budget as presented. Dave Bauer seconded the motion.

A roll call vote was held. 5 Yes (Ben Uzelac, Kelly Mays, Dave Bauer, John Simon, Adam Yates); 0 No; 4 Absent (David McCleary, Patrick Frazier, Tom Bentley, Barb Fletcher)

Director Douglas presented her Fund 204 budget for discussion and possible action. 4 salaries (Director, Assistant Director, Systems Administrator and 1 Dispatch Supervisor) and operational expenses eligible for surcharge funding are contained within the Fund 204 budget. She noted that the Fund 204 proposed budget increased 10.5% from the current fiscal year budget, citing that the most significant increases were in the Repair & Maintenance and Contracted Services line items with the cost of extended limited Logistic Systems CAD support and maintenance included in the Repair & Maintenance line item and the cost of converting text-to-911 from the current web-based solution to the Next Generation 911 ESInet included in the Contracted Services line item.

John Simon stated that at the January 14, 2025 Adams County Transportation, Building, and Technology Committee meeting there was discussion regarding the possibility of amending the current agreement between the Joint ETSB and Adams County to increase the cost of contract Information Technology managed services by 3% from the current rate of \$120,000.00 (\$10,000 monthly) to \$123,600 (\$10,300 monthly). If the current

agreement, adopted January 24, 2021, is amended an increase must be planned for in the Fund 204 Contracted Services line item.

Ben Uzelac made a motion to amend the Fund 204 budget, increasing the Contracted Services line item to \$153,600. John Simon seconded the motion. The motion carried.

Ben Uzelac made a motion to approve the Fund 204 budget as amended. John Simon seconded the motion.

A roll call vote was held. 5 Yes (Ben Uzelac, Kelly Mays, Dave Bauer, John Simon, Adam Yates); 0 No; 4 Absent (David McCleary, Patrick Frazier, Tom Bentley, Barb Fletcher)

Director Douglas presented her Capital Equipment Replacement Plan for discussion and possible action. She noted that \$1,400,000.00 has been earmarked for CAD software suite implementation, \$6,000.00 for batteries for the 911 backup center universal power supply, and \$7,000.00 for capacitors for the 911 backup center universal power supply.

Ben Uzelac made a motion to approve the Capital Equipment Replacement Plan as presented. John Simon seconded the motion.

A roll call vote was held. 5 Yes (Ben Uzelac, Kelly Mays, Dave Bauer, John Simon, Adam Yates); 0 No; 4 Absent (David McCleary, Patrick Frazier, Tom Bentley, Barb Fletcher)

Personnel Report. Director Douglas stated that the center is currently staffed with 13 dispatchers: 11 qualified, 2 in training. She stated that 1 new dispatcher will begin employment on January 27, 2025. She reported the resignation of 1 probationary dispatcher from their full-time position in the past quarter.

Director Douglas noted that there are currently 2 dispatcher vacancies and 1 dispatch supervisor vacancy. She stated that she anticipates hiring 2 more dispatchers to fill vacancies in the spring, potentially filling all dispatcher vacancies before the end of the current fiscal year.

VHF Simulcast System P25 Upgrade/Site Expansion Project Status. Director Douglas provided the board with an update on the status of the VHF simulcast system P25 upgrade and site expansion project status.

She stated that the transition to the P25 mixed-mode system was completed on October 25, 2024. She noted that 1 agency (Adams County Ambulance) has transitioned to a digital frequency as of November 29, 2024. The remaining public safety agencies are in the process of completing programming of subscriber radio equipment and it is anticipated that those agencies will complete their transition to digital frequencies in March, with an exact date yet to be determined.

Director Douglas stated that the tower lease agreement for use of a tower located at 1312 Westfall Street in Hannibal, Missouri for the addition of a 10th site was approved by both the Hannibal Board of Public Works and the Hannibal City Council. The beginning date for work at the 10th site location is yet to be determined. Director Douglas stated she anticipates the site addition to be complete in the 1st quarter of 2025.

Old Business. There was no old business.

New Business. Ben Uzelac motioned for a special meeting of the Joint ETSB to be held within the next 45 days to discuss procurement of a CAD/RMS solution and the possibility of utilizing a consultant firm to aid in procurement. Dave Bauer seconded the motion. The motion carried.

Meeting Adjournment. Ben Uzelac made a motion to adjourn the meeting. John Simon seconded the motion. The motion carried and the meeting was adjourned at 6:34 p.m.

Next Meeting. The next quarterly meeting of the Joint ETSB is scheduled for April 16, 2025 at 5:15 p.m.

A handwritten signature in cursive script, appearing to read "Jerrica Douglas".

01/16/25