

**PUBLIC SAFETY COMMITTEE
COUNTY BOARDROOM
MONDAY, JULY 8, 2019
MINUTES
4:00 PM**

1. Call to Order

- 2. Roll Call** – Barry Logan, Donald Tolan, Emily Barker, Justin Faulk, Blake Parsons all present.

3. Approval of Minutes

- a. Approval of June 10, 2019 minutes

Motion to approve the June 10, 2019 minutes made by Parsons, seconded by Tolan. *Motion passed.*

- b. Approval of June 10, 2019 executive session minutes

Motion to approve and make public the June 10, 2019 executive session minutes made by Barker, seconded by Parsons. *Motion passed.*

4. Public Input

5. Approval of Claims

Motion to approve the July 2019 claims made by Tolan, seconded by Barker. Questions about the claim on the K-9. Nila broke a tooth and it had to be capped. *Motion passed.*

Matt Noar presented two claims to be paid in vacation. Motion to approve the claims for \$125 each for Mandy Campbell and Mike Murphy, to be paid in vacation, made by Barker, seconded by Tolan. *Motion passed.*

6. Coroner

7. EMA

- a. Tabletop Exercise

Mr. McCanless reported that there are currently over 30 people attending the tabletop exercise on July 25th. They will do a functional scale next year and a full scale the following year.

There was a hazmat spill in Congerville this past weekend. Mr. McCanless will ask for reimbursement from the insurance company for materials used to clean the spill up. It was asked how they dispose of the material once the spill has been cleaned. IDOT was called in for this spill and they took it to a landfill that handles hazmat material. If IDOT had not been in on the call, it would have been up to the owner to hire a company to remove the cleaned up spill.

8. Sheriff

- a. Minonk Patrol Contract

Copies of the contract were handed out to the committee. Minonk disbanded their police department and the Sheriff's department has now taken over the patrolling of Minonk. This is a four year contract that will automatically renew each year. There is a clause that will allow either party to get out of the contract with a 60 days notice. The Sheriff will be meeting with the Union next week to discuss regarding the attrition of the officers should the contract be cancelled.

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Motion to approve the Minonk Patrol Contract made by Parsons, seconded by Tolan. It was asked about acquiring the vehicles and equipment. The Sheriff's department has acquired all the vehicles and equipment. We are crediting Minonk's account for the 3 vehicles and equipment we acquired. It was discussed the benefit of having a 4 year contract – doesn't have to be negotiated every year, and Minonk knows what they need to budget for the next 4 years. *Motion passed.*

b. P-25 StarCom 21 Equipment Bids

There will be 7 towers in Woodford County. There are currently 5, and we will be installing 2 new ones. This project was budgeted for \$610,000. Low bid was from Motorola's for \$447,409.95. As part of Motorola's bid, if we purchase their equipment, then we get a discount. StarCom is a Motorola product, so they are the authority on it. All law enforcement in Woodford County will be using StarCom. Discussion on use of Minonk tower. We are currently negotiating with a tower in Metamora for a 15 year lease. Surrounding counties also use StarCom. Motion to approve Motorola bid for \$447,409.95 made by Faulk, seconded by Parsons. *Motion passed.*

c. IT Services/Phone System Services for County Government

It was asked if we want to include the phone system with the IT services when we put out the RFP. The phone system and computer system do use some of the same switches. It would be good to have one person handle both, however, it was felt that putting them together would limit the vendors that would bid. It was felt that we would probably only receive a couple vendors if we put them together. It was discussed and decided that we would combine them and see what we get. If we don't get a response that is feasible, then we can separate the phone system from the IT services.

d. E-Mail option Office 365

HEART, who is doing the network discovery, and Mike Zimmerman both feel we need to go with Office 365. There are many options with Office 365, and the options that are chosen depend on the price. At this point we don't know who needs what options, and can't move forward until we can answer that. We will ask HEART to do the analysis to find out what each department/employee needs. This analysis should not exceed \$5,000.

e. Annex 3

The voting machines stored in Annex 3 will be moved to Annex 4. We have received the letter of approval for the grant but have not received the grant yet. Discussion on waiting for the grant to come in before we start the asbestos removal and demolition or start the removal and demolition now. It was decided that we would contact the companies that bid the asbestos removal and demolition last fall and see if the quotes are still the valid and move forward with the project.

f. Annex 1

This building will be turned over to probation. There will need to be partitions put up and that will need to be budgeted for in this next year's budget.

g. Annex 4

The boardroom will be moved to Annex 4. The middle section appears to be big enough to accommodate the boardroom. There is maintenance that needs to be done – painting, carpet, audio system, floor repair, etc. This will be budgeted for in the upcoming budgets. The break room on the 1st floor of the Courthouse will be given to the VA office, and the breakroom will be

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relocated. These moves for Annex 1 and 4 seem to be the best move to accommodate everyone's needs.

h. In Car Camera Grant

At this time, there is nothing to report.

i. Computer Equipment Purchase

Several of the Sheriff's computers are over 6 years old and have Windows 7 installed on them. Windows 7 will not be supported after January 1, 2020. These computers have to be replaced before then. Motion to approve the CDW-G bid for 21 small Factor Desktop Computers and 1 microcomputer for \$14,517.06 to be paid for out of the IT computer equipment line made by Faulk, seconded by Barker. Question regarding Microsoft Office being installed on these computers. The license on the old computers will transfer over to the new computers. *Motion passed.*

Along with the new computers, the mobile data computer also need to be replaced. The new CAD system has specific requirements in order to work properly. CDW-G was the low bid at \$24,660.00. Question as to how to pay for. Discussion on what the \$50,000 in the computer equipment line item was intended to be used for. It was intended to be used for upgrades that the new IT person needed. Since we do not have an IT person, and will not be getting one within the next few months, and these computers need to be upgraded, the money should be used to upgrade them. Discussion on upgrading the old computers instead of buying new ones. Computers don't last much past 5 years, they need to be replaced. Motion to approve \$24,660.00 for new mobile computers to be paid out of the IT new equipment line item made by Faulk, seconded by Tolan. *Motion passed.*

It was asked if the Sheriff was still interested in creating a merit commission. Sheriff Smith stated that he was and would also like to do an auxiliary. The past board nixed the idea so he never went further with it. He felt that the merit commission would take the hiring, discipline, etc. from behind closed doors and make it more transparent. The committee would like for Sheriff Smith to put together his thoughts on the merit commission and auxiliary and bring them back next month to discuss.

9. Probation

a. Probation service fee increase

This is informational. The Chief Judge signed an administrative order raising the probation fees from \$10 a month to \$25 a month. This brings our fees up to the surrounding area fees.

10. Animal Control

11. Health Department

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12. New Business

a. Discussion of direction of EMA

The committee was asked their feelings are on what direction they wanted to see EMA take. Five or 6 years ago EMA was staffed part-time and had a small budget. It is now staffed full time with a larger budget. Five years ago it was staffed by 3 part-time people and nothing was getting done. The salary of those three part-timers was more than the salary being currently paid to the full time director. We are now an accredited county. That accreditation allows for half of the directors salary to be reimbursed by the state, along with half of the supplies used. It also allows for grants for the Highway and Health Department to qualify for. The State and Federal Government require more and more of EMA. This job cannot be done part-time and be done right. The expenditures for EMA for the past 10 years were compared to current expenditures. Under Mr. McCanless' direction, the expenditures have gone down. The consensus of the committee is to not move backwards. They would like to maintain what we currently have. The committee feels Mr. McCanless is doing a fantastic job. He has a lot of volunteers doing work at no cost to the county.

13. Unfinished Business

14. Other

15. Executive Session – Roll Call Vote

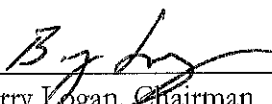
16. Any action coming out of Executive Session

17. Adjournment

Motion to adjourn made by Tolan, seconded by Faulk. *Motion passed.*

Meeting adjourned at 5:48 PM.

Submitted by: Deb Breyman



Barry Logan, Chairman
Public Safety Committee