Coles - Moultrie County E9-1-1

10500 State Hwy 16, Suite #1
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MINUTES-Special Meeting
Emergency Telephone System Board
Coles-Moultrie 9-1-1 Center Board Room
August 6th, 2025

I. CALL TO ORDER/ROLL CALL OF THE ETSB

The Emergency Telephone System Board Meeting was called to order at 3:00 PM in the Coles Moultrie County E9-1-1 Board Room by Chairman Ensign, Members Present: Graven, Hedges, Martin, Bennett, Ensign
Other Present: Director Henson, Asst. Director Gracie Finley, Operations Manager Brad Gabel, Mark Harris, Austin Wang

II. APPROVAL OF MINUTES

Motion to approve the May 1st 2025, Meeting Minutes by Martin, 2nd by Graven roll call vote: Graven Y, Hedges Y, Martin Y, Bennett Y, Ensign Y.

III. BUDGET REPORT

A. Review of Supplies, Claims and Budget Report
B. Motion by Hedges to approve May bills in the amount of $41,834.28. 2nd by Graven. Roll call vote: Graven Y, Hedges Y, Martin Y, Bennett Y, Ensign Y
C. Motion by Hedges to approve June bills in the amount of $168,483.43. 2nd by Graven. Roll call vote: Graven Y, Hedges Y, Martin Y, Bennett Y, Ensign Y.
D. Motion by Martin to approve May Payroll in the amount of $123,809.45. 2nd by Hedges. Roll call vote: Graven Y, Hedges Y, Martin Y, Bennett Y, Ensign Y.
E. Motion by Graven to approve the June Payroll in the amount of $123,572.38. 2nd by Martin. Roll call vote: Graven Y, Hedges Y, Martin Y, Bennett Y, Ensign Y.

IV. DIRECTORS REPORT

A. Tyler/RMS Project Update-
   - The E-citation continues to move forward
B. Staffing Update-
   - We currently have 20 full-time employees. Nineteen employees are on their own, and one remains in the later phase of training. We also have one part-time employee who continues to assist us in filling shifts.
   - Gracie Finley attended the Tyler Conference in late April. She met with the national CAD advisory group while at the conference and brought back useful information for the agency.
C. General information Sharing-

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- CECOM handled 6379 calls for service during May and more than 5700 calls for service through June 26th.
- The CESSA pilot program has continued with limited number of transfers to 988. We continue to work with staff from University of Illinois, Chicago and Life Links to address issues that have been identified to date. Legislation was passed, moving the full implementation date to July 2027.
- CECOM will take part in the Bagelfest Parade on July 19th. Several employees have volunteered to walk in the parade. We are working to expand our community engagement and feel this is a good first step.

D. Equipment Information Update-
- Charleston Police and Charleston Fire cut over to digital in the past few weeks. We did not have any significant issues with the cut-over.
- GTSI is working to identify sporadic issues we are having with the west side volunteer fire repeater, which is located on top of the Mattoon City Building. There is some concern about Mattoon's digital signal interfering with the volunteer fire repeater. GTSI believes this may be a proximity issue. We are continuing to work with GTSI to find a solution to the issue.
- Sullivan FD has brought their mobile units online in the past two weeks.
- I spoke with GTSI last week and learned our Zetron service agreement and our GTSI maintenance agreement will be going up significantly in price over the next five years. I was also told to expect up to 15% increases on all electronics parts within the next year.

E. Budget Preparations-
- The finance committee met on May 19th and June 10th to begin discussions on next year's budget.
- The current billing formula was discussed and suggestions were made to adjust the current formula. The proposed changes to the formula well be discussed later in this meeting.
- The committee reviewed or current projections for the revenue and expenses for the upcoming budget which current has a deficit of approximately $134.633.00.
- Potential projects have been identified and proposed to the committee which include quotes for some of the projects.
- I met with Mattoon's City Manager on June 18th to discuss potential changes to the current billing formula.

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- The ETSB members will need to be in the position to approve the FY 25/26 budget at the September 4th, 2025 meeting.

V. **OLD BUSINESS:** None

VI. **New Business:**

A. FY 25/26 budget discussions

B. Discussions on potential projects to complete in FY 25/26 as presented in the budget discussions.

VII. Public Comment:

VIII. Executive Session: None

IX. Adjourn

A. The next meeting date and time are set for September 4th, 2025 at 3:00 PM

****Public Presentations, Petitions, and Communications:**
This portion of the Coles-Moultrie ETSB meeting is reserved for anyone wishing to address the Board. The Illinois Open Meetings Act (5 ILCS 120/1) mandates that NO action shall be taken on matters not listed on the agenda, and the board is not required to take any action or discuss the matter further. The Board may suggest bringing the matter forward for action on a subsequent agenda. Please limit the presentation to 3 minutes and avoid repetitive statements

CC: Coles County Board and Media