Coles - Moultrie County E9-1-1

10500 State Hwy 16, Suite #1
Mattoon, IL 61938
(217)345-2939
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MINUTES-Special Meeting
Emergency Telephone System Board
Coles-Moultrie 9-1-1 Center Board Room
September 4th, 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: Hedges, Heleine (proxy for Martin), Shook, Bennett, Ensign, Gaines, Graven
Other Present: Director Henson, Asst. Director Gracie Finley, Operations Manager Brad Gabel, Mark Harris

II. APPROVAL OF MINUTES

Motion to approve the July 3rd, 2025, Meeting Minutes by Gaines, 2nd by Graven, roll call vote: Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y, Gaines Y, Graven Y

Motion to approve the August 6th, 2025, Special Meeting Minutes by Hedges, 2nd by Gaines, roll call vote: Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y, Gaines Y, Graven Y

III. BUDGET REPORT

A. Review of Supplies, Claims and Budget Report

Motion to approve July bills for $50,048.14 by Hedges, 2nd by Heleine, roll call vote: Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y, Gaines Y, Graven Y

Motion to approve August bills for $84,798.59 by Gaines, 2nd by Shook, roll call vote: Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y, Gaines Y, Graven Y

Motion to approve July payroll for $125,740.32 by Graven, 2nd by Hedges, roll call vote: Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y, Gaines Y, Graven Y

Motion to approve August payroll for $117,733.81 by Heleine, 2nd by Shook, roll call vote: Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y, Gaines Y, Graven Y

IV. DIRECTOR'S REPORT

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A. Tyler/RMS Project Update-

- The E-citation project has been suspended at this time. The Brazos e-citation management team has removed the most recent project manager and assigned a new project manager. Tyler Technology staff would like to continue moving forward and is willing to send resources to our County to bring this program online. The agencies that will be using this program are collaborating with the Circuit Clerks' Office to explore the possibility of identifying an alternative e-citation program. It is unclear whether the refund would be processed should we move away from the current Brazos e-citation platform.

B. Staffing Update-

- We currently have 19 full-time employees, who are all on their own. We also have one part-time employee who continues to assist us in filling shifts.
- We did have one employee resign this past month.

C. General information Sharing-

- CECOM handled 7361 calls for service during July. We are on pace to handle approximately 7400 calls for service during August.
- During the first six months of the year, CECOM has handled 27 significant calls for service. These calls for service include structure fires, suicides, stabbings, death investigations, and fatal vehicle crashes. This number does not sound like a large figure, but these calls for service do impact our dispatchers.

D. Equipment Information Update-

- We met with Moultrie County officials and GTSI staff to discuss the status of the Moultrie County radio project.
- We were working with Rapid SOS to bring the Digi-box capabilities online. The software provides the dispatchers with integrated ANI and ALI information from landlines.
- We have also implemented the Share and Chat function through Rapid SOS during the last month. This software allows us to quickly share information on calls for service via computer messaging with our surrounding counties.

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E. Budget Preparations-

- Budget options for FY 25/26 discussion.

V. **OLD BUSINESS:** None

VI. **New Business:**

A. FY 25/26 budget Option discussions

The 3 options are as follows:

- Option 1: 17 Employees at 45%
  Revenue Projections: $2,185,750.53
  Expenses Projections: $2,504,400.00
  Projected Deficit: $318,649.47

- Option #2: Flat rate formula 7% increase year one and 8% year two
  Revenue Projections: $2,226,830.00
  Expenses Projections: $2,504,400.00
  Projected Deficit: $277,570.00

- Option #3: 20 Employees at 45%
- Revenue Projections: $2,308,955.00
- Expenses Projections: $2,504,400.00
- Projected Deficit: $195,445.00

Motion to approve Option #2-Flat rate dispatch fee by Heleine, 2nd by Bennett, roll call vote: Hedges N, Heleine Y, Shook N, Bennett Y, Ensign N, Gaines N, Graven Y

Motion to approve Option #3- 20 employees at 45% by Gaines, 2nd by Shook, roll call vote: Hedges Y, Heleine N, Shook Y, Bennett N, Ensign Y, Gaines Y, Graven N

Motion to approve FY 25/26 budget as presented by Hedges, 2nd by Shook, roll call vote: Hedges Y, Heleine N, Shook Y, Bennett N, Ensign Y, Gaines Y, Graven Y

VII. Public Comment:

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VIII. Executive Session: None

IX. Adjourn

Motion to adjourn by Gaines, 2nd by Heleine, roll call vote: Gaines N, Graven Y, Hedges Y, Heleine Y, Shook Y, Bennett Y, Ensign Y

A. Next meeting scheduled for November 6th, 2025, at 3:00 PM at CECOM boardroom

****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