Coles - Moultrie County E9-1-1

10500 State Hwy 16, Suite #1
Mattoon, IL 61938
(217)345-2939
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MINUTES-911 Board Meeting
Emergency Telephone System Board
Coles-Moultrie 9-1-1 Center Board Room
July 9th, 2026

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, Martin, Shook, Gaines and Ensign. Board members Gamboa was absent from the meeting.
Other Present: Director Finley, Christy Henson, Ryan Berkheimer and Mark Harris.

II. APPROVAL OF MINUTES

Motion to approve the May 7th, 2026, Meeting Minutes to include the executive session minutes by Graven, 2nd by Gaines, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried.

Motion to approve the May 29th, 2026 Meeting Minutes to include executive session minutes by Shook, 2nd by Gaines, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y.

III. BUDGET REPORT

A. Review of Supplies, Claims, and Budget Report

Motion to approve May bills for $42,278.92 by Martin, 2nd by Shook, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried.

Motion to approve June bills for $50,682.01 by Gaines, 2nd by Graven, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried.

Motion to approve March payroll for $119,113.47 by Gaines, 2nd by Martin, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried.

Motion to approve April payroll for $117,269.74 by Shook, 2nd by Gaines, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried.

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IV. DIRECTOR'S REPORT

A. Staffing Update:
- We currently have 18 full-time employees, who are all on their own. We have one new employee, who is in her final phase of field training. We also have one part-time employee who continues to assist with filling shifts. We have two open slots, which has been posted and we intend to fill later this month.
- Christy Henson was hired as Assistant Director

B. General information Sharing-
- CECOM handled 7814 calls for service during May. CECOM handled 7835 calls for service during the month of June. Calls continue to trend upward. There are 1,200 more calls this year than 2025 at this time.
- State continues to push through the 1325 legislation. Certified dispatcher test is almost completed.
- The fencing project started on July 1st and was completed before weeks end.
- We are waiting on FIDIUM to drop fiber at MPD location. We are also coordinating with GTISI and Zetron to continue with the Gibson phone project.
- UPS bid is in and will discuss more in old business.

C. Equipment Information Update
- Tyler tech county-wide upgrade happened on June 1st. CECOM had very little issues with the upgrade.

V. OLD BUSINESS:

A. Motion to approve Commercial Electric bid for UPS replacement for $74,170 by Martin, 2nd by Gaines, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, Ensign Y.

VI. New Business:

A. Discussion followed by a motion to approve the Ordinance related to CECOM's name change: Motion is to approve the ordinance going to the county board

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Motion to approve ordinance related to CECOM's name change by Gaines, 2nd by Graven, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried.

B. Discussion about new ETSB member
C. Initial budget discussion for FY 26/27
D. Re-allocations of job duties for the 3 non-union positions, discussion around creation of an IT/systems manager
E. Assistant Director position details
F. Projects- Parking lot resurfaced and concrete/railing work
G. Identify no more than 2 board members to sit on the negotiations committee

VII. **Public Comment:** None

VIII. **Executive Session**: Meeting minutes attached.

IX. **Return to New Business:**

A. Motion to approve salary and benefits package for the Assistant Director as discussed in Executive Session by Graven, 2nd by Gaines, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, Ensign Y.

X. **Adjourn**

Motion to adjourn by Martin, 2nd by Gaines, roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y. Motion carried and meeting adjourned.

Next meeting scheduled for September 3rd, 2026, at 3:00 PM at the 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

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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

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Minutes – Executive Session
Emergency Telephone System Board
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July 9th, 2026

I. Board enters Executive Session at 4:15 p.m. following a motion by Gaines, seconded by Graven, with all members present voting yes:

A. The board discussed with the Director the benefits package and salary for the Assistant Director.

II. Board exits Executive Session at 4:22 p.m.:

A. Motion made by Gaines and 2nd by Graven. Roll call vote: Graven Y, Martin Y, Shook Y, Gaines Y, and Ensign Y