

**Minutes of Winnebago County E911 Service Board**  
**Meeting date: Oct 29, 2015**

**Call to order:** A regular business meeting of the Winnebago County E911 Service Board was held at the Winnebago County Courthouse in Forest City. The meeting convened at 4:44 p.m. Chairman Terry Durby presiding and Jennifer Ackerman, Secretary.

**Members in attendance:** Terry Durby – representing Winnebago County, Doug Jenson – representing Forest City, Troy Armstrong – representing Buffalo Center, Todd Hughes – representing Thompson, Carla Langfald – representing Scarville, Louise Hagedorn – representing Rake.

**Members not in attendance:** Representatives of Lake Mills, Joice, Woden and Crystal Lake

**Non-Member in attendance:** Andy Buffington – Winnebago County Communications Director

**Approval of Minutes and Agenda:** Mr. Armstrong made a motion to approve the minutes and agenda from the meeting held April 16, 2015. Ms. Hagedorn offered a second. All voted aye, motion carried.

**Carry-over Funds & Radio Console Replacement:** Ms. Ackerman advised the E911 Board has been approved to receive \$15,000 in Carry-over Funds for the purposes of GIS development. Currently Geo-Comm is working on developing an address point layer into the 911 mapping system. The system now will place an address in a street range, once the address point layer is completed the mapping system will place the point directly on the address that is input, making the location of 911 calls more accurate. Ms. Ackerman advised the E911 Board has been approved to receive \$100,000 in Carry-over Funds for the purpose of replacing the two radio consoles in dispatch. Mr. Buffington advised the quote for the purchase of Motorola consoles includes a \$50,000 discount if purchased before Nov 20, 2015. Mr. Jenson asked if the consoles would be compatible with the 700 MHz system. Mr. Buffington advised they would be compatible and that the current consoles are out dated, 12-13 years old, the new system would be IP based. With the carry-over funds and the discounted price the cost to purchase would be \$50,735. Ms. Ackerman advised the purchase and the use of carry over funds would require a budget amendment which she hoped to schedule at the same time as the following years budget hearing. Mr. Durby asked for a motion to purchase the equipment. Mr. Jenson made a motion to purchase the equipment, Mr. Armstrong offered a second. All voted aye, motion carried.

**Power Phone Total Response Protocol:** Ms. Ackerman advised the dispatchers are not currently EMD (Emergency Medical Dispatch) certified and the public is becoming more and more to expect his level of service. Mr. Buffington advised the American Heart Association has put out new CPR guidelines to teach the public that if they are not trained to do CPR to call 911 and the dispatcher will instruct them on how to do CPR. Ms. Ackerman advised a few weeks ago a 911 caller asked the dispatcher for CPR instructions. Currently it is the policy to not give medical advice or CPR instructions because we are not trained or certified to do so. Ms. Ackerman presented a quote from Power Phone on their Total Response Protocol which would integrate into the CAD system to provide industry standard protocols for the dispatchers to follow. They also train and certify dispatchers in EMD. The quoted cost \$34,572 by Power Phone did not include what Shield Technologies would charge for an interface with the CAD system. Ms. Ackerman advised that Shield had been contacted to work on a quote. Mr. Durby asked if there is enough money to cover the cost. Mr. Buffington advised he and Ms. Ackerman estimated if purchased the fund balance at the end of the fiscal year to be between \$25,000 and \$35,000. Mr. Durby advised he felt that was rather low. Mr. Jenson advised he was not convinced this was the way to go and asked if other companies could be looked at. Mr. Durby agreed that quotes from other companies should be looked at. There was further discussion on whether or

not Shield Technologies had other companies that they have worked with or possibly are already working with to integrate protocol. Ms. Ackerman advised she would contact Shield and ask. Mr. Buffington agreed to look into other companies for quotes and bring the information to the next meeting.

**Other Business:** No other business

**Adjournment:** Mr. Armstrong made a motion to adjourn. Mr. Jenson offered a second; all voted aye, meeting adjourned at 5:11 p.m.

Jennifer Ackerman

Feb 16, 2016

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**Secretary Winnebago County E911 Service Board**

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**Date of Approval**