

**EMERGENCY TELEPHONE SYSTEM BOARD
MADISON COUNTY, IL
Location: 101 E. Edwardsville Rd, Wood River, IL**

**Minutes of E.T.S.B. Meeting
October 23, 2025**

BOARD MEMBERS IN ATTENDANCE

Joe Petrokovich	PSAP Manager, Wood River Police Department
Scott Prange	Citizen Member
Donald McMaster	Elected Official
Ellar Duff	Citizen Member
Ralph Well	Retired Glen Carbon Fire Chief

BOARD MEMBERS ABSENT

Marcos Pulido	Chief Deputy, Madison County Sheriff's Office
Brendon McKee	Fire Chief, Edwardsville Fire Department

STAFF MEMBERS PRESENT

Please see sign-in sheet.

OTHERS

Please see sign-in sheet.

Call TO ORDER

Chairman Petrokovich opened the Emergency Telephone System Board meeting at 9:00 a.m. on October 23, 2025.

ROLL CALL

Roll call was taken, and present were Mr. Well, Mr. McMaster, Mr. Prange, Ms. Duff, and Chairman Petrokovich.

PUBLIC COMMENT

Director Weber made an announcement that next months meeting will be a week early due to Thanksgiving, it will be held on November 20, 2025.

MINUTES

Chairman Petrokovich asked for action on the September 25, 2025, minutes.

There was a motion by Mr. McMaster to approve the minutes. Mr. Prange seconded the motion. Roll call was taken, and all voted Aye.

ETSB APPROVELS

Chairman Petrokovich asked for action on SOP 38 regarding Text-2-911.

There was a motion by Ms. Duff to approve SOP 38. Mr. McMaster seconded the motion. Roll call was taken, and all voted Aye.

PURCHASE APPROVELS

None

PURCHASE RESOLUTIONS

None

STAFF REPORT

1. Director Report

- a. **Radio Project (Pager Update).** All pagers have been distributed out to all fire departments. We initially thought that we were going to have a substantial amount left over, and our thought was to provide at least one extra to departments to use at their station or as a spare if one was damaged. Unfortunately, with only having roughly 18 left, we are not going to be able to do that for the departments. However, what we are going to do is keep them here at the 911 Office and if equipment gets damaged during usage or technical issues arise, we can program the pagers for that agencies use until they are repaired or replaced, thus allowing them to continue to operate without being short of equipment. All asset transfers to county entities, such as Emergency Management and Highway Department have been completed as well. And just as a reminder, EMA and Highway radios were purchased by ARPA funds not ETSB funds, as ETSB funds are restricted and not allowed to be used for those agencies.
- b. **Recorder Project.** All recorders have been ordered, and we anticipate delivery and installation to start in the middle of November. As a reminder these new and updated recorders will allow the PSAPs to record 911 voice and text calls, Starcom and back up radio traffic, as well as the administrative telephone calls. As mentioned before, I have the State's Attorney's Office working on a Memorandum of Understanding as the recorders will be the property of the ETSB, however

the recordings on these devices will be the property of the PSAP. This was the best way to ensure that the ETSB pays for the maintenance and upgrades on the recorders without having to go through reimbursements to the PSAPs for recorders and then separately for Starcom subscription fees. It lessens the “muddiness of the water” so to speak. Until all recorders are installed and operational, the Text to 911 portions of their calls will be stored here at our office in Vesta Analytics. If a PSAP would need a printout of the text conversation between the caller and the Telecommunicator, until the recorders again are operational, we are able to provide that to them. Additionally, we started paying for the Edwardsville recorder, as the maintenance agreement was due November 1st, and I couldn’t see Edwardsville paying the invoice, and then the ETSB reimbursing them a month later. Each PSAP’s recorder maintenance will be different due to the amount of channels, each has chosen to record. For Edwardsville the maintenance for the year is \$5042.17. Due to the amount, we do not need Board approval, but I did want to mention that this has started, and if the amount breaks the threshold of \$6000.00, we will need to get a purchase request or purchase resolution for your vote.

- c. **Text to 9-1-1.** All PSAPs have completed their Text to 911 readiness connections, as of October 9th. Telecommunicators are now practicing with the system, sending texts back and forth within the PSAP as well as transfers to other PSAPs, to get a better understanding of the system, and how it works. I have finished the necessary documents needed to be sent to the FCC for every PSAP as well as the different wireless carriers in the area. Each carrier will conduct their own testing at the PSAPs, and once that is complete, we will be declared “text ready”. When that is nearing completion, we will do a media push notifying everyone that ALL PSAPs in Madison County can now receive Text to 911 calls. The slogan will be “911 – Call if you can, Text if you can’t”.
- d. **Glen Carbon AIS Connection and Move.** The MOU for this project is complete, and I along with Glen Carbon have signed off. Collinsville wanted to have their city attorney look at the MOU prior to signing, which is no problem at all. However, I did inform their Police Chief that this document has been vetted by the State’s Attorney’s Office, and I do not anticipate changing the MOU. I advised the Chief that I would look at the proposed changes if any and make a determination from that point.
- e. **Alton/Wood River Consoles.** This project is still on schedule. Training for the operators and supervisors will begin on November 4th. Operators from both PSAPs will be training at the Wood River Police Department training room, side by side, learning the new equipment. On October 14th, I signed a ZERO cost change order on the project. This changed the in-service on the warranty from “Deliver of Equipment” to “Beneficial Use Date”. Beneficial use date refers to when the system is cutover and is actively in use by the PSAP. The Alton and Wood River PSAPs will have two years warrant from the “Beneficial Use Date”.
- f. **School Mapping Project.** As mentioned in the August 2025 ETSB meeting, we sent our requests for walk-throughs to be completed by members of police, fire, and the PSAP for schools in Venice, Madison County venue, Highland, Troy, Glen Carbon, Edwardsville, Roxana, East Alton, and Wood River. We have received a few back from Edwardsville so far, and while at the IPSTA Conference this week, we spoke to the PSAP Managers to help engage their police and fire administrators to start completing these as time permits. As this is a large project, and it does take time to complete, we understand this is a big undertaking, however we want to remain diligent with this project due to its importance to public safety.
- g. **Deputy Director Update.** I had the opportunity to meet with County Board Chairman Chris Slusser on October 7th regarding the proposed Deputy Director position. I explained my frustration as to the outcome of the Personnel Committee meeting, and asked based on the outcome of that meeting, if the topic could be brought up again. The Chairman indicated to me that it certainly could. He suggested that I reach out to all members of the Personnel Committee to provide some clarity on the request, the intent on the position, and explain the funding of the position. That week, I did just that, sending all of the information that was provided to the ETSB, to each member of the committee. I received feedback from Member Valentine, who is on the committee requesting that I speak during public comment about the position. At the October 9th Personnel Committee meeting, I gave a brief summary of the position and advised them that this is

not just a want, but a need to operate this office in a manner of being proactive. I also reached out to Chief McKee, a member of the ETSB, to attend the meeting to answer any questions the committee members may have and answer them from an ETSB perspective. No questions were asked however, I also received feedback from Member Guy who also wanted to discuss this manner in detail at a later time. I have yet to schedule time to discuss with Member Guy, but I wanted to inform the Board that it appears that this issue is not “dead in the water”, I will just keep moving forward and informing the members of the various committees about the importance of having a position like this.

- h. **Legislative Issues.** House Bill 4066 (911 Surcharge Increase) was and has still been referred to the Rules Committee as of May 2025. Senate Bill 2670 (911 Surcharge Increase) was referred to Assignments on May of 2025; however, the Senate Bill has 3 additional co-sponsors as of September 2025. I have also been working with member of the Large Counties (population over 250,000) to go through the rewrites of the Administrative Rules, Title 38, Public Utilities, Chapter 4, Illinois State Police, sections 1324, 1325, and 1326. Section 1324 provides guidance and requirements for Consolidation Plans, Requests for Waivers and Modifications to 911 Systems. Most of the language in that particular section has been agreed upon by members of the Large Counties, and other representatives of the State 911 Advisory Board. Section 1325 provides guidance and requirements for Standards of Service Applicable to 911 Systems. This is where a lot of the members have disagreed with the State. We felt that the State of Illinois was overreaching into 911 systems or were getting too granular in their scope. Over the past several months, we have provided feedback that I will say has been well received to the State Advisory Board, but we still have some work to do. Lastly, is Section 1326, Administration of the State 911 Fund. Like Section 1324, we felt this section was fairly written and are in line with the Large Counties view of how we spend our surcharge funding.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None

CLOSED SESSION

(Closed Session, if necessary, for any lawful exemption pursuant to Section 2(c) of the Illinois Open Meetings Act)

ADJOURNMENT

Chairman Petrokovich asked for a motion to adjourn.

There was a motion to be adjourned by Mr. Prange. The motion was seconded by Mr. McMaster. All voted Aye, with the meeting adjourning at 9:25 a.m.

THE NEXT REGULARLY SCHEDULED ETSB MEETING IS:

November 20, 2025 – 9:00 a.m.

/crc