

MEETING OF THE WHEELING/DES PLAINES EMERGENCY TELEPHONE SYSTEM BOARD

MEETING AGENDA

**Location: Community Development Conference Room
Wheeling Village Hall, 2 Community Blvd, Wheeling, IL
JULY 8, 2021– 9:30 A.M.**

- 1. Call to Order**
- 2. Roll Call – Police Chiefs, Fire Chiefs, Finance Directors and PSAP Representative**
- 3. Consideration of Meeting Minutes**
- 4. Appointment of Chairman – 1 Year Term**
- 5. Appointment of Secretary – 1 Year Term**
- 6. Determine Annual Meeting Schedule**
- 7. Consideration of Treasurer’s Report**
 - a. Approval of Expenditures: July 1, 2020 - December 31, 2020
 - b. Approval of Fiscal Year 2020 JETSB Financial Reports
 - c. Approval of Expenditures January 1, 2021 - May 31, 2021
 - d. Approval of 2021 JETSB Financial Reports: January 1, 2021 through May 31, 2021
- 8. Communications Received**
- 9. Agenda Items**
 - a. Report on PSAP – Rocella Rodgers
- 10. Old Business**
 - a. Ratification of Rules of Procedure of the Wheeling-Des Plaines JETSB
- 11. New Business**
 - a. JETSB Public Member
- 12. Comments from the Public**
- 13. Adjournment**

MEETING OF THE WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD

MEETING MINUTES

Wheeling Finance Department Conference Room
Wheeling Village Hall
2 Community Blvd, Wheeling, IL 60090

JULY 14, 2020

1. Call to Order

Chairman Kaplan (Mondschain) called the meeting to order at 09:03 a.m. on July 14, 2020.

2. Roll Call

Members Present

Mike McGreal, Wheeling Fire Chief
Michael Kaplan, Wheeling Finance Director
Rocella Rodgers, Wheeling PSAP Manager
Daniel Anderson, Des Plaines Fire Chief
Dorothy Wisniewski, Des Plaines Finance Director

Members Absent

James Dunne, Wheeling Chief of Police
William Kushner, Des Plaines Chief of Police

Others Present

Joseph Licari, Wheeling Deputy Police Chief
Brian Smith, Wheeling Assistant Finance Director

3. Consideration of Meeting Minutes

Chairman Kaplan presented the minutes of the July 18, 2019 JETS Board meeting. Manager Rodgers made a motion to approve the minutes. The motion was seconded by Chief Anderson and unanimously approved (5-0) by voice vote.

4. Appointment of Chairman – 1 Year Term

Chairman Kaplan noted the requirements of the Intergovernmental Agreement that established the Wheeling Joint Emergency Telephone System Board that the Chairman and Secretary be elected annually. He volunteered to continue to serve in the position unless someone else was interested. Director Wisniewski made a motion to approve for Chairman Kaplan to continued role in the role of Chairman. The motion was seconded by Chief McGreal and unanimously approved (5-0) by voice vote.

5. Appointment of Secretary – 1 Year Term

Secretary Rodgers volunteered to continue to serve in the position unless someone else was interested. Chief Anderson made a motion to approve for Secretary Rodgers to continued role in the role of Secretary. The motion was seconded by Director Wisniewski and unanimously approved (5-0) by voice vote.

6. Determine Annual Meeting Schedule

Chairman Kaplan stated that JETSB meetings are typically held annually unless additional meetings were needed. A tentative date of July 14, 2021 was set for the next meeting.

7. Consideration of Treasurer's Report

- a. Approval of Expenditures July – December 2019. Assistant Director Smith presented the expenditures in the total amount of \$979,383.08. Manager Rodgers made a motion to approve the expenditure report. The motion was seconded by Director Wisniewski and unanimously approved (5-0) by voice vote.
- b. Approval of Financial Reports for the Fiscal Year Ended December 31, 2019. Assistant Director Smith presented the 2019 year-end financial report. The total assets of \$695,291.59 was offset by the same amount of total liabilities resulted in an ending balance of \$0 as per policy. Director Wisniewski asked if there was still a lag in surcharges. Assistant Director Smith said yes and indicated that March was just received. After discussion, Director Wisniewski made a motion to approve the reports. The motion was seconded by Chief McGreal and unanimously approved (5-0) by voice vote.
- c. Approval of Expenditures January – June 2020. Assistant Director Smith presented the expenditures the total amount of \$899,527.23. Manager Rodgers explains the NRX audio recorder upgrade expense. Chief Anderson made a motion to approve the expenditure report. The motion was seconded by Deputy Chief Licari and unanimously approved (5-0) by voice vote.
- d. Approval of Financial Reports January – June 2020. Assistant Director Smith presented the financial report January – June 2020. The total liabilities, deferred inflows of resources and fund balances equaled \$387,529.81. Director Wisniewski made a motion to approve the reports. The motion was seconded by Manager Rodgers and unanimously approved (5-0) by voice vote.

8. Communications Received – None

9. Agenda Items

- a. Report on PSAP and Police Department dispatching – Dispatch Center Manager Rodgers reported on the following:
 - Division Goals:
 - 2019 Center Goals achieved on schedule:
 - Goal: Implement Quality Assurance Program
 - Goal: Implement a CAD system upgrade
 - 2019 Center Goals Achieved delayed from May to August
 - Goal: Implement NG9-1-1 capable phone system
 - 2020 Center Goals Established:
 - Goal: Realign Division Operational Directives
Objective: Align Directives to current best practices and training standards.
 - Goal: Refine the NG911 Phone and CAD system
Objective: Assess and address any concerns in the recently implemented technology in order to achieve the best performance.
 - Goal: Develop an Emergency Operation Plan
Objective: Establish a document which provides the necessary guidance to organize and direct the Center's response to an emergency situation.

- Efficiency. NENA Standard for 9-1-1 Call Answering is that 90% of all calls (during busiest hour) should be answered within 10 seconds, 95% of all calls should be answered within 20 seconds. The Center continues to raise its efficiency. In 2019, we achieved a .54 percentage of improvement; exceeding the NENA Call Answering standard with a 98.76% average of calls answered within 10 seconds. This is the third consecutive year where we have improved efficiency with a 1.3% overall cumulative change since 2017. While the Center has experienced a slight 3.7% decrease in the volume of calls dispatched, there was a 2.09% increase in overall phone activity. By the end of 2019, the Center decreased the time from Call Received to Officer Dispatch by 5.26% to reach an average of 1.8 minutes which includes all priority levels. Since 2017, the percentage of improvement has reached an impressive 30.77%.
- Other Updates. Implemented an online overnight parking, vacation watch and pet management system for Wheeling. JCI the municipal alarm monitoring vendor is grossly behind in their migration from direct connect alarms in Wheeling to radio alarms. There are still three remaining accounts to be converted before the Keltron monitoring system can be replaced with the newer system. The audio recording systems both were upgraded with a multimedia module. We are behind in the implementation the process. April 24, 2020 the Center took over Des Plaines LEADS work. The transition went smoothly although we continue to make minor modifications in the workflow process.

8. Old Business

- a. Application for a 9-1-1 Modification Plan application. Manager Rodgers notes that the application was submitted as previously discussed and approved late August 2019.
- b. Ratification of the Rules of Procedure of the Wheeling-Des Plaines JETSB. Director Kaplan provides background on document. Chief McGreal inquired if Legal has reviewed the rules. Director Kaplan indicated that Wheeling's did but was unsure if Des Plaines did. Ratification was tabled pending Des Plaines confirmation.

9. New Business

- a. None

10. Comments from the Public – There were no members of the public present, and thus no comments.

11. Adjournment

Chief Anderson made a motion to adjourn the meeting. The motion was seconded by Manager Rodgers and unanimously approved (5-0) by voice vote. Chairman Kaplan adjourned the meeting at 09:52 a.m.

Respectfully submitted,

Rocella Rodgers, Secretary

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:21:45

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|------------------------------|----------|---------------------------|------------|-----------|--------|--------------|--------------|--------------|---------------------------|--------------------|
| 15 - EMERGENCY TELEPHONE SYS | | | | | | | | | | |
| 5101 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 3,030.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/10/20 | 22-1 | | | | | 800.00 | | PAYROLL CHARGES | |
| | 01/24/20 | 19-1 | | 20200090 | | | 2,554.20 | | RECLASS 59.4% DISP SALARY | |
| | 02/04/21 | 19-13 | | 20202161 | | | 639.99 | | RECLASS DISP SAL 66.78% | |
| | 03/22/21 | 19-13 | | 20202260 | | | 10.17 | | REST DISP TO 66.95% | |
| TOTAL | | LONGEVITY | | | | 3,030.00 | 4,004.36 | .00 | | -974.36 |
| 5102 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | OVERTIME | | | | .00 | .00 | .00 | | .00 |
| 5104 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 1,000,200.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/24/20 | 19-1 | | 20200090 | | | 66,966.41 | | RECLASS 59.4% DISP SALARY | |
| | 02/24/20 | 19-2 | | 20200262 | | | 74,664.05 | | RECLASS 59.4% DIS SAL ACC | |
| | 03/25/20 | 19-3 | | 20200432 | | | 73,833.62 | | RECLASS DISP SAL ACC 59.4 | |
| | 04/21/20 | 19-4 | | 20200572 | | | 73,496.16 | | RECLASS DISP SAL APR | |
| | 05/28/20 | 19-5 | | 20200755 | | | 109,484.99 | | MAY DISP SAL 59.4% RECLAS | |
| | 06/30/20 | 19-6 | | 20200949 | | | 76,310.63 | | RECLASS DISP SAL ACCR JUN | |
| | 07/27/20 | 19-7 | | 20201074 | | | 76,575.72 | | RECLAS DISP SAL ACRL 59.4 | |
| | 08/31/20 | 19-8 | | 20201372 | | | 76,575.72 | | RECLS 59.4% DISP SAL ACRL | |
| | 09/22/20 | 19-9 | | 20201414 | | | 78,703.88 | | RECLS 59.4% DISP SAL | |
| | 10/30/20 | 19-10 | | 20201653 | | | 106,516.54 | | RECLASS 59.4% DISP SAL | |
| | 11/30/20 | 19-11 | | 20201857 | | | 118,771.37 | | RECLS 59.4% DISP SAL | |
| | 12/30/20 | 19-12 | | 20202013 | | | 74,004.53 | | RECLS 59.4% DISP SAL | |
| | 02/04/21 | 19-13 | | 20202161 | | | 125,189.57 | | RECLASS DISP SAL 66.78% | |
| | 03/22/21 | 19-13 | | 20202260 | | | 2,779.94 | | REST DISP TO 66.95% | |
| TOTAL | | SALARIES | | | | 1,000,200.00 | 1,133,873.13 | .00 | | -133,673.13 |
| 5105 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | LOCAL TRAINING & MEETINGS | | | | .00 | .00 | .00 | | .00 |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:21:45

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 2
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|---------|----------|-------|------------|-----------|--------|------------|--------------|--------------|---------------------------|--------------------|
| 5106 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5108 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 200,675.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/24/20 | 19-1 | | 20200090 | | | 13,446.50 | | RECLASS 59.4% DISP SALARY | |
| | 02/24/20 | 19-2 | | 20200262 | | | 15,510.04 | | RECLASS 59.4% DIS SAL ACC | |
| | 03/25/20 | 19-3 | | 20200432 | | | 15,161.00 | | RECLASS DISP SAL ACC 59.4 | |
| | 04/21/20 | 19-4 | | 20200572 | | | 14,877.31 | | RECLASS DISP SAL APR | |
| | 05/28/20 | 19-5 | | 20200755 | | | 22,598.94 | | MAY DISP SAL 59.4% RECLAS | |
| | 06/30/20 | 19-6 | | 20200949 | | | 17,148.44 | | RECLASS DISP SAL ACCR JUN | |
| | 07/27/20 | 19-7 | | 20201074 | | | 16,949.43 | | RECLAS DISP SAL ACRL 59.4 | |
| | 08/31/20 | 19-8 | | 20201372 | | | 17,156.64 | | RECLS 59.4% DISP SAL ACRL | |
| | 09/22/20 | 19-9 | | 20201414 | | | 17,083.95 | | RECLS 59.4% DISP SAL | |
| | 10/30/20 | 19-10 | | 20201653 | | | 26,991.73 | | RECLASS 59.4% DISP SAL | |
| | 11/30/20 | 19-11 | | 20201857 | | | 25,332.04 | | RECLS 59.4% DISP SAL | |
| | 12/30/20 | 19-12 | | 20202013 | | | 16,631.93 | | RECLS 59.4% DISP SAL | |
| | 02/04/21 | 19-13 | | 20202161 | | | 27,088.87 | | RECLASS DISP SAL 66.78% | |
| | 03/22/21 | 19-13 | | 20202260 | | | 626.18 | | REST DISP TO 66.95% | |
| TOTAL | | | | | | 200,675.00 | 246,603.00 | .00 | | -45,928.00 |
| 5116 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 2,415.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 09/22/20 | 19-9 | | 20201414 | | | 1,779.65 | | RECLS 59.4% DISP SAL | |
| TOTAL | | | | | | 2,415.00 | 1,779.65 | .00 | | 635.35 |
| 5205 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5207 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 129,370.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/03/20 | 19-1 | | 20200203 | | | 300.00 | | REV 2019 PPD EXPENSES | |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:21:45

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 3
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|---------|----------|----------|---------------------------------|-----------|-----------------------|------------|--------------|--------------|---------------------------|--------------------|
| 5207 | | IS | SERV & MAINT AGREEMENT (cont'd) | | | | | | | |
| | 01/09/20 | 17-1 | 20000064-01 | | 10704 ONSOLVE LLC | | | 12,000.00 | CODE RED SERVICE 2020 | |
| | 01/13/20 | 19-1 | | 20200040 | | | -1,630.86 | | FIBER OPTIC LINK - OCT | |
| | 01/13/20 | 21-1 | | 1911004 | 6733 COMCAST | | 1,630.86 | .00 | Fiber Optic Link-Oct (50% | |
| | 01/15/20 | 21-1 | 20000064-01 | 42361 | 10704 ONSOLVE LLC | | 12,000.00 | -12,000.00 | CODE RED SERVICE 2020 | |
| | 02/07/20 | 17-1 | 19001662-01 | | 1795 MOTOROLA SOLUTIO | | | 274,524.65 | ENCUMB CARRIED FORWARD | |
| | 02/19/20 | 19-2 | | 20200240 | | | -3,260.00 | | REVERSE NOV/DEC FIBER OPT | |
| | 02/19/20 | 19-2 | | 20200234 | | | -1.72 | | ADDTL DEC FIBER OPTICS | |
| | 02/24/20 | 21-2 | | 2001005 | 6733 COMCAST | | 1,630.86 | .00 | Fiber Optic Links-Dec (50 | |
| | 02/28/20 | 19-2 | | 20200369 | | | 1,630.86 | | REVERSE COMCAST PAYMENT | |
| | 03/16/20 | 21-3 | | 2002006 | 6733 COMCAST | | 1,600.95 | .00 | Fiber Optic Links-Jan (50 | |
| | 05/05/20 | 21-5 | | 2003005 | 6733 COMCAST | | 1,600.95 | .00 | Fiber Optic Link-Feb (50% | |
| | 06/08/20 | 21-6 | | 2004004 | 6733 COMCAST | | 1,600.95 | .00 | Fiber Optic Links-Mar (50 | |
| | 07/08/20 | 21-7 | | 2005004 | 6733 COMCAST | | 1,208.91 | .00 | Fiber Optic Links-Apr (50 | |
| | 07/31/20 | 21-7 | | 2006005 | 6733 COMCAST | | 2,040.70 | .00 | Fiber Optic Links-May (50 | |
| | 09/04/20 | 21-9 | | 2007005 | 6733 COMCAST | | 1,626.41 | .00 | Fiber Optic Data Link-Jun | |
| | 10/05/20 | 21-10 | | 2008005 | 6733 COMCAST | | 1,671.58 | .00 | Fiber Optic Links-Jul (50 | |
| | 11/04/20 | 21-11 | | 2009005 | 6733 COMCAST | | 1,671.65 | .00 | Fiber Optic Links-Aug (50 | |
| | 12/01/20 | 21-12 | | 2010005 | 6733 COMCAST | | 1,671.65 | .00 | Fiber Optic Links-Sept (5 | |
| | 12/31/20 | 19-13 | | 20202131 | | | 1,675.96 | | COMCAST-FIBER OPTIC LINKS | |
| | 01/05/21 | 21-13 | | 2011004 | 6733 COMCAST | | 1,675.96 | .00 | Fiber Optic Links-Oct (50 | |
| | 01/12/21 | 19-13 | | 20202075 | | | 11,833.09 | | RECLASS 2020 CAD MAINT FE | |
| | 01/26/21 | 21-13 | | 2012006 | 6733 COMCAST | | 1,675.96 | .00 | Fiber Optic Links-Nov (50 | |
| | 01/27/21 | 19-13 | | 20202141 | | | -266,898.97 | | 01/2029-9/2029 MOTOROLA | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | -314,305.04 | 314,305.04 | NG 911 PHONE SYSTEM | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | -31,939.76 | 31,939.76 | NG 911 PHONE SYSTEM | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | -29,393.48 | 29,393.48 | NG 911 PHONE SYSTEM | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | 29,393.48 | -29,393.48 | NG 911 PHONE SYSTEM | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | 31,939.76 | -31,939.76 | NG 911 PHONE SYSTEM | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | 314,305.04 | -314,305.04 | NG 911 PHONE SYSTEM | |
| | 01/28/21 | 21-13 | 19001662-01 | 44471 | 1795 MOTOROLA SOLUTIO | | 274,524.65 | -274,524.65 | NG 911 PHONE SYSTEM | |
| TOTAL | | IS | SERV & MAINT AGREEMENT | | | 129,370.00 | 51,480.40 | .00 | | 77,889.60 |
| 5212 | | EMPLOYEE | HEALTH INSURANCE | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 138,420.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/24/20 | 19-1 | | 20200090 | | | 23,980.39 | | RECLASS 59.4% DISP SALARY | |
| | 02/24/20 | 19-2 | | 20200262 | | | 11,990.19 | | RECLASS 59.4% DIS SAL ACC | |
| | 03/25/20 | 19-3 | | 20200432 | | | 11,673.93 | | RECLASS DISP SAL ACC 59.4 | |
| | 04/21/20 | 19-4 | | 20200572 | | | 11,001.62 | | RECLASS DISP SAL APR | |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:21:45

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|---------|----------|-------|-------------|-----------|------------------------------------|------------|--------------|--------------|---------------------------|--------------------|
| 5212 | | | | | EMPLOYEE HEALTH INSURANCE (cont'd) | | | | | |
| | 05/28/20 | 19-5 | | 20200755 | | | 11,342.30 | | MAY DISP SAL 59.4% RECLAS | |
| | 06/30/20 | 19-6 | | 20200949 | | | 12,040.66 | | RECLASS DISP SAL ACCR JUN | |
| | 07/27/20 | 19-7 | | 20201074 | | | 12,040.66 | | RECLAS DISP SAL ACRL 59.4 | |
| | 08/31/20 | 19-8 | | 20201372 | | | 12,024.79 | | RECLS 59.4% DISP SAL ACRL | |
| | 09/22/20 | 19-9 | | 20201414 | | | 11,033.36 | | RECLS 59.4% DISP SAL | |
| | 10/30/20 | 19-10 | | 20201653 | | | 11,024.56 | | RECLASS 59.4% DISP SAL | |
| | 11/30/20 | 19-11 | | 20201857 | | | 8,362.96 | | RECLS 59.4% DISP SAL | |
| | 12/30/20 | 19-12 | | 20202013 | | | 10,503.01 | | RECLS 59.4% DISP SAL | |
| | 02/04/21 | 19-13 | | 20202161 | | | 6,276.70 | | RECLASS DISP SAL 66.78% | |
| | 03/22/21 | 19-13 | | 20202260 | | | 390.24 | | REST DISP TO 66.95% | |
| TOTAL | | | | | EMPLOYEE HEALTH INSURANCE | 138,420.00 | 153,685.37 | .00 | | -15,265.37 |
| 5220 | | | | | MAINT OFF/SPEC EQUIPMENT | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | MAINT OFF/SPEC EQUIPMENT | .00 | .00 | .00 | | .00 |
| 5221 | | | | | MAINT RADIO EQUIPMENT | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | MAINT RADIO EQUIPMENT | .00 | .00 | .00 | | .00 |
| 5222 | | | | | MEMBERSHIP DUES | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | MEMBERSHIP DUES | .00 | .00 | .00 | | .00 |
| 5231 | | | | | REG & SPCL AGENCY ASSESS | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 385,460.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/09/20 | 21-1 | 19000193-01 | 42322 | 2185 RED CENTER | | 29,215.00 | -29,215.00 | DISPATCH SERVICE-JAN | |
| | 01/09/20 | 17-1 | 19000193-01 | | 2185 RED CENTER | | | 122,692.00 | ENCUMB CARRIED FORWARD | |
| | 01/23/20 | 21-1 | 19000193-01 | 42400 | 2185 RED CENTER | | 29,215.00 | -29,215.00 | DISPATCH SERVICE-FEB | |
| | 02/20/20 | 21-2 | 19000193-01 | 42526 | 2185 RED CENTER | | 29,215.00 | -29,215.00 | DISPATCH SERVICE-MAR | |
| | 04/01/20 | 21-4 | 19000193-01 | 42715 | 2185 RED CENTER | | 29,215.00 | -35,047.00 | DISPATCH SERVICE-APR | |
| | 05/07/20 | 17-5 | 20000851-01 | | 2185 RED CENTER | | | 251,176.00 | DISPATCH SERVICE | |
| | 05/14/20 | 21-5 | 20000851-01 | 42839 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-MAY | |
| | 06/25/20 | 21-6 | 20000851-01 | 43463 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-JUN | |
| | 06/25/20 | 21-6 | 20000851-01 | 43463 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-JUL | |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:21:45

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 5
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|---------|----------|-------|-----------------------------------|------------|-----------------------|------------|--------------|--------------|---------------------------|--------------------|
| 5231 | | | REG & SPCL AGENCY ASSESS (cont'd) | | | | | | | |
| | 07/29/20 | 21-8 | 20000851-01 | 301-20-08B | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-AUG | |
| | 08/03/20 | 21-8 | 20000851-01 | 301-20-08B | 2185 RED CENTER | | -31,397.00 | 31,397.00 | DISPATCH SERVICE-AUG | |
| | 08/03/20 | 21-8 | 20000851-01 | 43619 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-AUG | |
| | 08/20/20 | 21-8 | 20000851-01 | 43717 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-SEPT | |
| | 10/06/20 | 21-10 | 20000851-01 | 43849 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-OCT | |
| | 10/29/20 | 21-11 | 20000851-01 | 44013 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-NOV | |
| | 12/03/20 | 21-12 | 20000851-01 | 44228 | 2185 RED CENTER | | 31,397.00 | -31,397.00 | DISPATCH SERVICE-DEC | |
| TOTAL | | | REG & SPCL AGENCY ASSESS | | | 385,460.00 | 368,036.00 | .00 | | 17,424.00 |
| 5238 | | | TELE-COMMUNICATION SERV | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 8,500.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 02/06/20 | 19-2 | | 20201030 | | | 2,700.00 | | RECLASS EXP-MOTOROLA SOL | |
| | 11/20/20 | 17-11 | 20002169-01 | | 1795 MOTOROLA SOLUTIO | | | 8,100.00 | 911 MAINT | |
| | 12/03/20 | 21-12 | 20002169-01 | 44214 | 1795 MOTOROLA SOLUTIO | | 8,100.00 | -8,100.00 | STARCOM/CALLWORKS | |
| TOTAL | | | TELE-COMMUNICATION SERV | | | 8,500.00 | 10,800.00 | .00 | | -2,300.00 |
| 5302 | | | BOOKS & SUBSCRIPTIONS | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | BOOKS & SUBSCRIPTIONS | | | .00 | .00 | .00 | | .00 |
| 5313 | | | IS MISC EQPT & SUPPLIES | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | IS MISC EQPT & SUPPLIES | | | .00 | .00 | .00 | | .00 |
| 5315 | | | SMALL TOOLS & EQUIPMENT | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | SMALL TOOLS & EQUIPMENT | | | .00 | .00 | .00 | | .00 |
| 5317 | | | MISC OPERATING SUPPLIES | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | MISC OPERATING SUPPLIES | | | .00 | .00 | .00 | | .00 |
| 5318 | | | OFFICE SUPPLIES | | | .00 | .00 | .00 | BEGINNING BALANCE | |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:21:45

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 6
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/20 THRU 13/20

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|--------------------------------------|----------|------|-------------|-------------|-----------------------|--------------|--------------|--------------|---------------------------|--------------------|
| 5318 | | | | | | | | | | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5323 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5327 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | 26,000.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 02/06/20 | 21-2 | 20000335-01 | NRX UPGRADE | 9051 DO NOT USE * WOR | | 765.00 | -765.00 | NRX UPGRADE | |
| | 02/06/20 | 21-2 | 20000335-01 | NRX UPGRADE | 9051 DO NOT USE * WOR | | -765.00 | 765.00 | NRX UPGRADE | |
| | 02/06/20 | 21-2 | 20000335-01 | NRX UPGRADE | 9051 DO NOT USE * WOR | | 382.50 | -765.00 | NRX UPGRADE | |
| | 02/06/20 | 21-2 | 20000335-01 | NRX UPGRADE | 9051 DO NOT USE * WOR | | -382.50 | 765.00 | NRX UPGRADE | |
| | 02/06/20 | 21-2 | 20000335-01 | V7080 | 9051 DO NOT USE * WOR | | 382.50 | -382.50 | NRX UPGRADE | |
| | 02/06/20 | 17-2 | 20000335-01 | | 9051 DO NOT USE * WOR | | | 765.00 | NRX UPGRADE | |
| | 04/14/20 | 21-4 | 20000335-01 | IN28009 | 9051 DO NOT USE * WOR | | -382.50 | 382.50 | NRX UPGRADE | |
| | 04/14/20 | 21-4 | 20000335-01 | V7287 | 9051 DO NOT USE * WOR | | 12,109.50 | -382.50 | NRX UPGRADE | |
| | 04/15/20 | 21-4 | 20000335-01 | IN28009 | 9051 DO NOT USE * WOR | | 382.50 | -382.50 | NRX UPGRADE | |
| TOTAL | | | | | | 26,000.00 | 12,492.00 | .00 | | 13,508.00 |
| 5412 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5707 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/20 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| TOTAL DEPT - TITLE NOT FOUND | | | | | | 1,894,070.00 | 1,982,753.91 | .00 | | -88,683.91 |
| TOTAL FUND - EMERGENCY TELEPHONE SYS | | | | | | 1,894,070.00 | 1,982,753.91 | .00 | | -88,683.91 |
| TOTAL REPORT | | | | | | 1,894,070.00 | 1,982,753.91 | .00 | | -88,683.91 |

Expenditures previously approved - (899,527.23)

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION 2020 Expenditures to approve - \$1,083,226.68

WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD

BALANCE SHEET

FOR THE YEAR ENDED DECEMBER 31, 2020

ASSETS

| | |
|----------------------|-----------------------------|
| Cash and investments | \$ - |
| Accounts Receivable | <u>472,122.34</u> |
| Total assets | <u><u>\$ 472,122.34</u></u> |

LIABILITIES

| | |
|---------------------|-------------------|
| Accounts Payable | \$ 12,653.56 |
| Due to General Fund | <u>459,468.78</u> |
| Total liabilities | <u>472,122.34</u> |

FUND BALANCES

| | |
|------------------------------|----------|
| Restricted for Public Safety | <u>-</u> |
| Total fund balances | <u>-</u> |

| | |
|--|-----------------------------|
| TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES | <u><u>\$ 472,122.34</u></u> |
|--|-----------------------------|

WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD

**STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2020**

| | Budget | Actual | Difference |
|--|---------------|---------------|-------------------|
| REVENUES | | | |
| Charges for Services | | | |
| 911 Surcharges - Wheeling | \$ 604,000.00 | \$ 618,734.96 | \$ 14,734.96 |
| 911 Surcharges - Des Plaines | 1,269,000.00 | 1,361,604.80 | 92,604.80 |
| Investment Income | 21,071.00 | 2,414.15 | (18,656.85) |
| Miscellaneous | - | - | - |
| | <hr/> | <hr/> | <hr/> |
| Total revenues | 1,894,071.00 | 1,982,753.91 | 88,682.91 |
| | <hr/> | <hr/> | <hr/> |
| EXPENDITURES | | | |
| Public Safety | | | |
| Longevity | 3,030.00 | 4,004.36 | 974.36 |
| Salaries | 1,000,200.00 | 1,133,873.13 | 133,673.13 |
| Uniform Allowance | - | - | - |
| Employer Contributions | 200,675.00 | 246,603.00 | 45,928.00 |
| Sick Leave Allowance | 2,415.00 | 1,779.65 | (635.35) |
| Employee Health Insurance | 138,420.00 | 153,685.37 | 15,265.37 |
| IS Serv & Maint Agreement | 129,370.00 | 51,480.40 | (77,889.60) |
| Tele-communication Services | 8,500.00 | 10,800.00 | 2,300.00 |
| Miscellaneous Software | 26,000.00 | 12,492.00 | (13,508.00) |
| Reg & Special Agency | 385,460.00 | 368,036.00 | (17,424.00) |
| | <hr/> | <hr/> | <hr/> |
| Total expenditures | 1,894,070.00 | 1,982,753.91 | 88,683.91 |
| | <hr/> | <hr/> | <hr/> |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | 1.00 | - | (1.00) |
| | <hr/> | <hr/> | <hr/> |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfers in | - | - | - |
| Transfers (out) | - | - | - |
| | <hr/> | <hr/> | <hr/> |
| Total other financing sources (uses) | - | - | - |
| | <hr/> | <hr/> | <hr/> |
| NET CHANGE IN FUND BALANCE | <u>1.00</u> | - | (1.00) |
| FUND BALANCE (DEFICIT), JANUARY 1 | | <hr/> | <hr/> |
| FUND BALANCE (DEFICIT), DECEMBER 31 | | <u>\$ -</u> | <u>\$ (1.00)</u> |

* - Charges for services are recorded through March. April, May, and June revenue accrual information has not yet been received from the State.

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:22:28

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/21 THRU 5/21

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|------------------------------|----------|---------------------------|------------|-----------|--------|--------------|--------------|--------------|---------------------------|--------------------|
| 15 - EMERGENCY TELEPHONE SYS | | | | | | | | | | |
| 5101 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | 2,950.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/08/21 | 22-1 | | | | | 800.00 | | PAYROLL CHARGES | |
| | 01/28/21 | 19-1 | | 20210125 | | | 2,412.00 | | RECLS 67% DISP SAL | |
| TOTAL | | LONGEVITY | | | | 2,950.00 | 3,212.00 | .00 | | -262.00 |
| 5102 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | OVERTIME | | | | .00 | .00 | .00 | | .00 |
| 5104 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | 1,129,925.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/28/21 | 19-1 | | 20210125 | | | 69,083.57 | | RECLS 67% DISP SAL | |
| | 02/26/21 | 19-2 | | 20210326 | | | 86,640.58 | | RECLS 67% DISP SAL | |
| | 03/22/21 | 19-3 | | 20210460 | | | 85,484.42 | | MAR DISP SAL RECLASS 67% | |
| | 04/29/21 | 19-4 | | 20210694 | | | 133,648.97 | | RECLASS APR DISP SAL ACC | |
| | 05/28/21 | 19-5 | | 20210873 | | | 88,776.25 | | RECLASS MAY DISP SAL ACC | |
| TOTAL | | SALARIES | | | | 1,129,925.00 | 463,633.79 | .00 | | 666,291.21 |
| 5105 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | LOCAL TRAINING & MEETINGS | | | | .00 | .00 | .00 | | .00 |
| 5106 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | UNIFORM ALLOWANCE | | | | .00 | .00 | .00 | | .00 |
| 5108 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | 227,020.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/28/21 | 19-1 | | 20210125 | | | 14,513.88 | | RECLS 67% DISP SAL | |
| | 02/26/21 | 19-2 | | 20210326 | | | 18,737.98 | | RECLS 67% DISP SAL | |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:22:28

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 3
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/21 THRU 5/21

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|---------|----------|------|-------------|-----------|-----------------------|------------|--------------|--------------|---------------------------|--------------------|
| 5220 | | | | | | | | | | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5221 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5222 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5231 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | 389,657.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 01/07/21 | 17-1 | 21000050-01 | | 2185 RED CENTER | | | 389,652.00 | DISPATCH SERVICE | |
| | 01/13/21 | 21-1 | 21000050-01 | 44411 | 2185 RED CENTER | | 32,471.00 | -32,471.00 | DISPATCH SERVICE-JAN | |
| | 01/28/21 | 21-2 | 21000050-01 | 44479 | 2185 RED CENTER | | 32,471.00 | -32,471.00 | DISPATCH SERVICE-FEB | |
| | 02/24/21 | 21-3 | 21000050-01 | 44566 | 2185 RED CENTER | | 32,471.00 | -32,471.00 | DISPATCH SERVICE-MAR | |
| | 03/31/21 | 21-3 | 21000050-01 | 44723 | 2185 RED CENTER | | 32,471.00 | -32,471.00 | DISPATCH SERVICE-APR | |
| | 04/27/21 | 21-4 | 21000050-01 | 44832 | 2185 RED CENTER | | 32,471.00 | -32,471.00 | DISPATCH SERVICE-MAY | |
| TOTAL | | | | | | 389,657.00 | 162,355.00 | 227,297.00 | | 5.00 |
| 5238 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | 16,800.00 | | | POSTED FROM BUDGET SYSTEM | |
| | 02/12/21 | 17-2 | 21000300-01 | | 1795 MOTOROLA SOLUTIO | | | 16,800.00 | 911 FIBER OPTIC CABLE STA | |
| | 02/18/21 | 21-2 | 21000300-01 | 44523 | 1795 MOTOROLA SOLUTIO | | 16,800.00 | -16,800.00 | STARCOM CABLE JAN-DEC | |
| TOTAL | | | | | | 16,800.00 | 16,800.00 | .00 | | .00 |
| 5302 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5313 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
 DATE: 06/15/2021
 TIME: 14:22:28

VILLAGE OF WHEELING
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 4
 AUDIT21

SELECTION CRITERIA: orgn.fund='15'
 ACCOUNTING PERIODS: 1/21 THRU 5/21

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
 ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | CUMULATIVE BALANCE |
|--------------------------------------|----------|------|------------|-----------|--------|--------------|--------------|--------------|---------------------------|--------------------|
| 5315 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5317 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5318 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5323 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5327 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | 11,100.00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | 11,100.00 | .00 | .00 | | 11,100.00 |
| 5412 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| 5707 | | | | | | .00 | .00 | .00 | BEGINNING BALANCE | |
| | 01/01/21 | 11-1 | | | | .00 | | | POSTED FROM BUDGET SYSTEM | |
| TOTAL | | | | | | .00 | .00 | .00 | | .00 |
| TOTAL DEPT - TITLE NOT FOUND | | | | | | 2,064,657.00 | 867,083.64 | 227,297.00 | | 970,276.36 |
| TOTAL FUND - EMERGENCY TELEPHONE SYS | | | | | | 2,064,657.00 | 867,083.64 | 227,297.00 | | 970,276.36 |

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

SUNGARD PENTAMATION
DATE: 06/15/2021
TIME: 14:22:28

VILLAGE OF WHEELING
EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 5
AUDIT21

SELECTION CRITERIA: orgn.fund='15'
ACCOUNTING PERIODS: 1/21 THRU 5/21

SORTED BY: FUND,DEPT,ACCOUNT

TOTALED ON: FUND,DEPT

PAGE BREAKS ON: FUND,DEPT

FUND - 15 - EMERGENCY TELEPHONE SYS
ORGANIZATION - 15 - EMERGENCY TELEPHONE SYS

| ACCOUNT | | | | | | | | | CUMULATIVE |
|--------------|-----|------------|-----------|--------|--------------|--------------|--------------|-------------|------------|
| DATE | T/C | PURCHASE O | REFERENCE | VENDOR | BUDGET | EXPENDITURES | ENCUMBRANCES | DESCRIPTION | BALANCE |
| TOTAL REPORT | | | | | 2,064,657.00 | 867,083.64 | 227,297.00 | | 970,276.36 |

2021 Expenditures to approve - \$867.083.64

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD

BALANCE SHEET

FOR THE MONTH ENDING MAY 31, 2021

ASSETS

| | |
|--------------------------------|----------------------|
| Cash and investments | \$ 510,937.97 |
| 911 Surcharges - Wheeling * | - |
| 911 Surcharges - Des Plaines * | <u>237,636.23</u> |
| Total assets | <u>\$ 748,574.20</u> |

LIABILITIES

| | |
|---------------------|---------------------|
| Accounts Payable | \$ - |
| Due to General Fund | <u>1,304,654.68</u> |
| Total liabilities | <u>1,304,654.68</u> |

FUND BALANCES

| | |
|--|----------------------|
| Restricted for Public Safety | <u>(556,080.48)</u> |
| Total fund balances | <u>(556,080.48)</u> |
| TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES | <u>\$ 748,574.20</u> |

FUND BALANCE (DEFICIT), MAY 31

WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD

**STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE MONTH ENDING MAY 31, 2021**

| | Budget | Actual | Difference |
|--|---------------|-----------------|-------------------|
| REVENUES | | | |
| Charges for Services | | | |
| 911 Surcharges - Wheeling * | \$ 640,000.00 | \$ 97,338.59 | \$ (542,661.41) |
| 911 Surcharges - Des Plaines * | 1,418,000.00 | 213,397.09 | (1,204,602.91) |
| Investment Income | 6,657.00 | 267.48 | (6,389.52) |
| Miscellaneous | - | - | - |
| | <hr/> | <hr/> | <hr/> |
| Total revenues | 2,064,657.00 | 311,003.16 | (1,753,653.84) |
| | <hr/> | <hr/> | <hr/> |
| EXPENDITURES | | | |
| Public Safety | | | |
| Longevity | 2,950.00 | 3,212.00 | 262.00 |
| Salaries | 1,129,925.00 | 463,633.79 | (666,291.21) |
| Uniform Allowance | - | - | - |
| Employer Contributions | 227,020.00 | 103,808.68 | (123,211.32) |
| Sick Leave Allowance | 3,395.00 | - | (3,395.00) |
| Employee Health Insurance | 150,070.00 | 71,345.09 | (78,724.91) |
| IS Serv & Maint Agreement | 133,740.00 | 45,929.08 | (87,810.92) |
| Tele-communication Services | 16,800.00 | 16,800.00 | - |
| Miscellaneous Software | 11,100.00 | - | (11,100.00) |
| Reg & Special Agency | 389,657.00 | 162,355.00 | (227,302.00) |
| | <hr/> | <hr/> | <hr/> |
| Total expenditures | 2,064,657.00 | 867,083.64 | (1,197,573.36) |
| | <hr/> | <hr/> | <hr/> |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | <hr/> | <hr/> | <hr/> |
| | - | (556,080.48) | (556,080.48) |
| | <hr/> | <hr/> | <hr/> |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfers in | - | - | - |
| Transfers (out) | - | - | - |
| | <hr/> | <hr/> | <hr/> |
| Total other financing sources (uses) | - | - | - |
| | <hr/> | <hr/> | <hr/> |
| NET CHANGE IN FUND BALANCE | <hr/> | <hr/> | <hr/> |
| | - | (556,080.48) | (556,080.48) |
| | <hr/> | <hr/> | <hr/> |
| FUND BALANCE (DEFICIT), JANUARY 1 | | <hr/> | <hr/> |
| | | - | - |
| | | <hr/> | <hr/> |
| FUND BALANCE (DEFICIT), MAY 31 | | <hr/> | <hr/> |
| | | \$ (556,080.48) | \$ (556,080.48) |
| | | <hr/> | <hr/> |

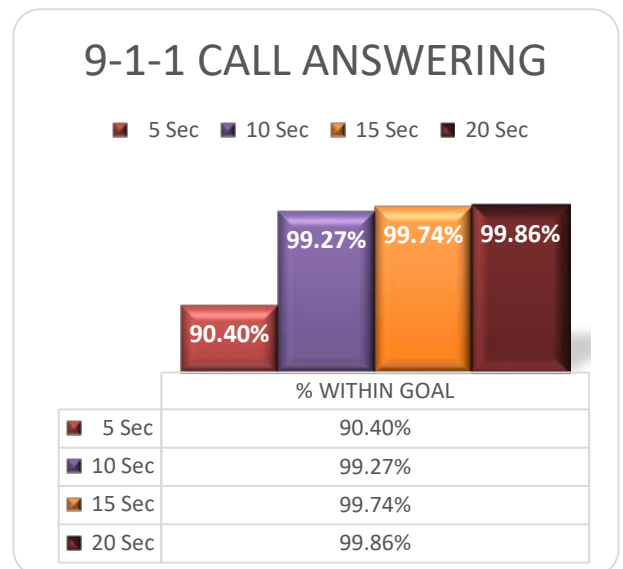
* - Charges for services are recorded through February. March, April and May revenue accrual information has not yet been received from the State.

2020 Division Goals:

- Realign Division Operational Directives
 - Objective: Align Directives to current best practices and training standards.
 - Achieved: Twenty-two Operational Directives have been revised and redistributed.
- Refine the NG911 Phone and CAD system
 - Objective: Assess and address any concerns in the recently implemented technology in order to achieve the best performance.
 - Achieved: Working with the agencies we serve, both the NG911 phone system and CAD system have been assessed. As expected, some fine tuning was necessary to optimize performance. All known issues have been addressed; this will be an ongoing process.
- Develop a Continuity of Operations Plan (COOP)
 - Objective: Establish a document which provides the necessary guidance to organize and direct the Center's response to an emergency situation.
 - In Progress: Work continues with RED Center. The current focus is a gap analysis between the backup emergency operational needs and each facilities capabilities. As part of the Center's COOP, a Crisis Communications Plan was drafted and submitted to Wheeling Command Staff to be incorporated into the Department's COOP. The Center to set up an auxiliary Communications room. This room can accommodate operational expansion or, as in the case of the Pandemic, serve as a temporary relocation site for the Center.

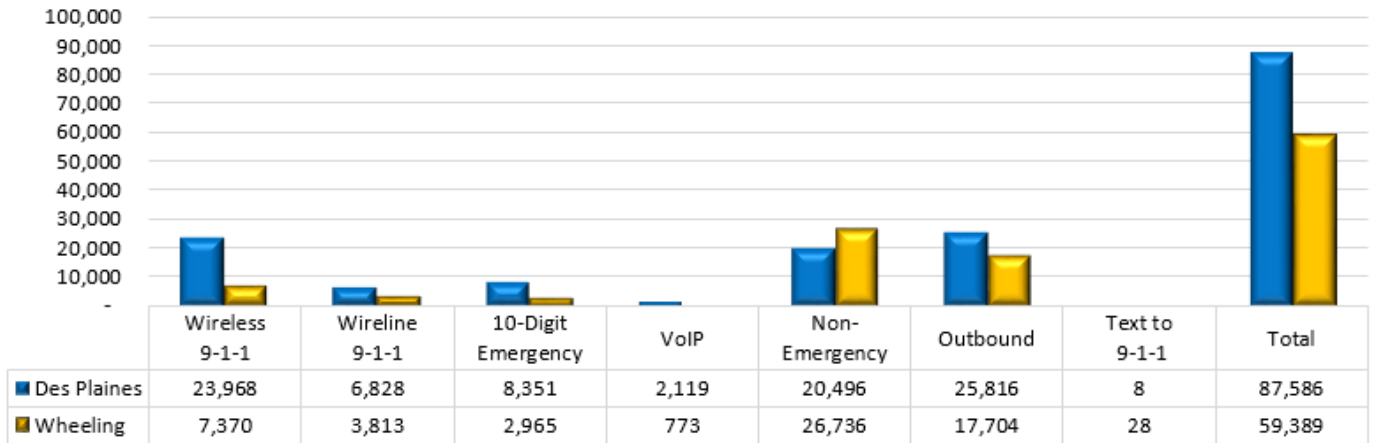
Key Performance Indicators:

- NENA Standard 020.1-2020 for 9-1-1 Call Processing states that ninety percent (90%) of all 9-1-1 calls arriving at the Public Safety Answering Point (PSAP) SHALL be answered within fifteen (15) seconds. Ninety-five (95%) of all 9-1-1 calls SHOULD be answered within twenty (20) seconds.
 - Remarkably, The Center continued to raise its efficiency in answering calls. In 2020, we exceeded the NENA Call Processing standard with a 99.74% average of calls answered within fifteen (15) seconds. This is the fourth consecutive year where we have not only improved our efficiency but also surpassed this industry standard.



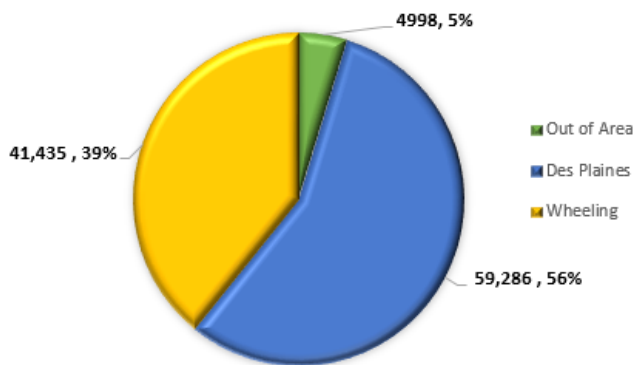
- The Center experienced a 14.71% decrease in the overall phone activity in 2020.

2020 Total Telephone Call Volume 146,975

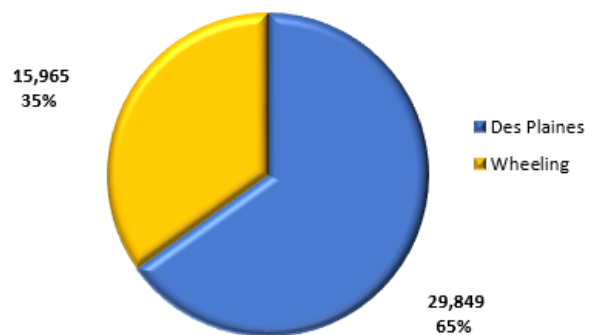


- Similarly, there was a 16.18% decrease in the number of CAD events generated and a 9.94% decrease in the number of CAD generated Case numbers.

2020 CAD EVENT SUMMARY

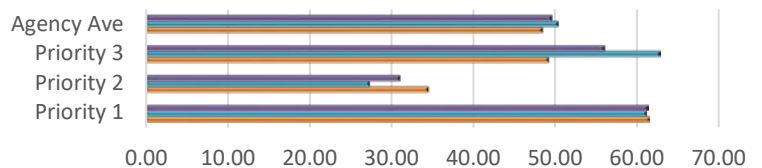


2020 CAD CASE SUMMARY



- With our focus on performance, the Center is now mirroring the APCO Standard 1.117.1 Section 2.3.1.3. The Center strives that 90% of CAD entries should be within 90 seconds from the call-answer time to the available-for-dispatch time.

Call Answered to In Queue Goal <90 Sec

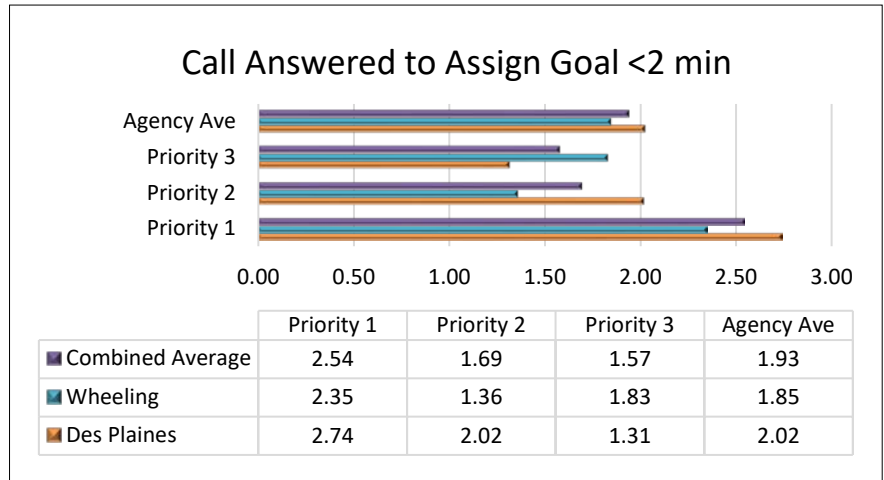


| | Priority 1 | Priority 2 | Priority 3 | Agency Ave |
|------------------|------------|------------|------------|------------|
| Combined Average | 61.32 | 30.88 | 55.95 | 49.38 |
| Wheeling | 61.21 | 27.36 | 62.86 | 50.48 |
| Des Plaines | 61.43 | 34.39 | 49.03 | 48.28 |

■ Combined Average ■ Wheeling ■ Des Plaines

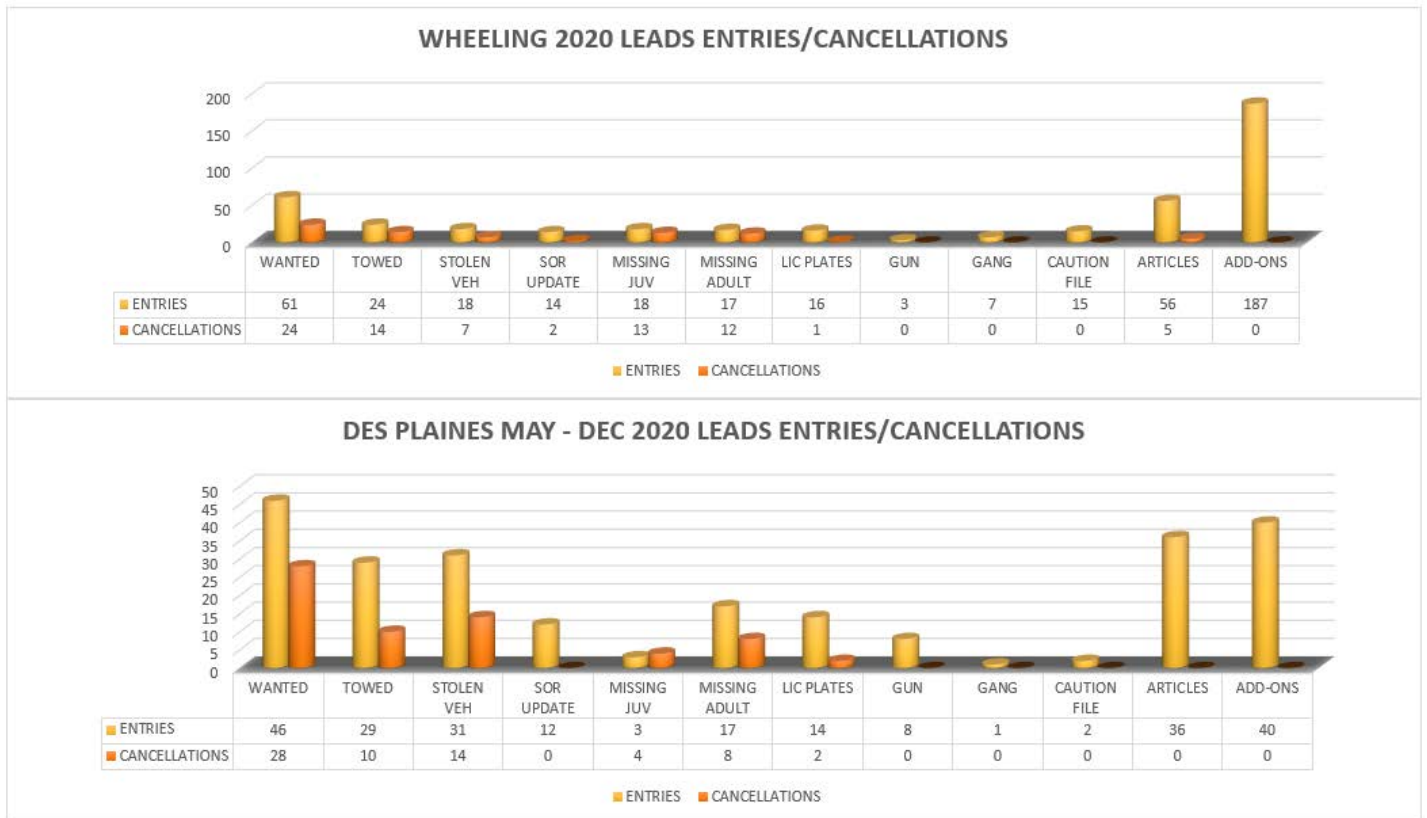
- The Departments' goal for Priority 1 events should be within 2 minutes from the call-answer time to the unit-assigned time. The Departments' average time increased in 2020. Of the incidents where the goal was not met, 48% were delayed for one of the two following reasons:

- Call originated as an Ambulance/Fire event where a police response was not initially required.
- Call was purposely held by the Watch Commander for an available unit.



Operations:

- The introduction of new technology is always challenging and requires time to become proficient. This year the staff focused on performance and customer service. As anticipated, the Center experienced a decrease in efficiency during the first half of the year but steadily improved until proficiency returned.
- Law Enforcement Agency Data System (LEADS) statistics:



Training:

- The Division completed a total of 701 hours of continuing education. The Center expects that every telecommunicator complete the APCO's Public Safety Telecommunicator 1 course by the end of 2021. This course meets and exceeds industry accepted national basic training standards.

2021 Division Goals:

Goal: Meet industry accepted national basic training standards: APCO/ANS 3.103.2.2015 and NFPA 1061 2014 Edition.

Objective: Certify that telecommunicators have the basic skills, knowledge and abilities needed to perform admirably.

- In Progress: All TCs have completed the 40-hour Public Safety Telecommunicator I course. This course meets and exceeds industry accepted national basic training standards.
- All Staff are now CPR certified.
- The internal certification and a re-certification processes has been defined.
 - Two formal assessment tests of knowledge and skills have been developed and is entered into PowerDMS. The Call Intake evaluation has been administered to staff. The Radio Dispatch evaluation will be administered by mid-summer. As recommended by APCO/NENA, these assessment tests will be administered biennially.
- All staff now meet or exceed NENA Quality Assurance standards.
- All Operational Directives have been brought up to date and align with the current Standards.
- The Center's focus is migrating from a Customer Service focus to that of Customer Satisfaction to evolve with societal expectations.

Goal: Finalize the Continuity of Operation Plan (COOP) drafted in 2020

Objective: Finalize and ensure that the Center's Essential Functions can be continued throughout, and resumed rapidly after, a disruption of normal activities. Train staff to ensure that an agency's continuity plan is capable of supporting the essential functions as anticipated.

- In Progress: A crisis communications plan and a COOP scenario flowchart were submitted for review and should be incorporated into the Department COOP.
- Training and operational exercises are pending.

Goal: Revitalize the Center by replacing the carpet, lockers and console workstations.

Objective: Reallocate space and allow ample room for staff to work side-by-side in a healthy, adaptable and effective environment.

- In Progress: The various vendor contracts have all received Board approval. A project timeline for the fall has been established and shared with Command Staff.

Other Updates:

- The Center completed the process of changing over our legacy Plain Old Telephone Service (POTS) lines to Session Initiation Protocol (SIP) trunks. This provides better audio quality, easy expansion and reduces costs by 50%.
- The latest CAD software is currently being tested on the training server before being rolled out for general use. The mobiles will also be updated during this process. This will be the first software update since installation.
- Linking CAD system with RED Center's CAD system to decrease process time of fire/EMS calls has been included for consideration as an expanded budgetary item for FY22.

RULES OF PROCEDURE OF THE WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD

I. DEFINITIONS AND GENERAL PROVISIONS

- A. Definitions. The following terms shall have the following meanings when used in these Rules of Procedure:

"Board" means the Wheeling Joint Emergency Telephone System Board

"Chairman" means the designated Chairman of the Board

"City" means the City of Des Plaines, Illinois.

"City Council" means the Mayor and City Council of the City of Des Plaines

"Fund" means the Joint Emergency Telephone System Fund

"Village" means the Village of Wheeling, Illinois

"Village Board" means the President and Trustees of the Village of Wheeling

- B. Tense and Form. Words used or defined in one tense or form shall include other tenses and derivative forms.
- C. Gender. The masculine gender shall include the feminine and neuter. The feminine gender shall include the masculine and neuter. The neuter gender shall include the masculine and feminine.
- D. Calendar Days. Any reference herein to "day" or "days" shall mean calendar and not business days. If the date for giving of any notice required to be given hereunder or the performance of any obligation hereunder falls on a Saturday, Sunday or Federal holiday, then said notice or obligation may be given or performed on the next business day after such Saturday, Sunday or Federal holiday.
- E. Headings. Headings provided are intended as a convenience to the user. In case of any difference of meaning or implication between the text of these Rules and any heading, the text shall control.
- F. Conflicts. In the case of a conflict between these Rules and the codes and ordinances of the Village or the laws of the State of Illinois or the United States, such codes, ordinances and laws shall control.
- G. Amendments. These Rules may be amended by majority vote of all Board members. A copy of any proposed amendment shall be provided to all members of the Board not less than three days prior to a vote on

the adoption thereof.

II. BOARD CREATION AND ORGANIZATION

- A. Creation. Pursuant to Public Act 99-0006 of the Illinois General Assembly, the Village and City established the Board through an Intergovernmental Agreement dated April 30, 2017, which Agreement was amended and restated on July 17, 2017, and subsequently amended on August 6, 2018.
- B. Powers and Duties. The Board has the powers and duties as defined in the Intergovernmental Agreement, as restated and amended.
- C. Members. The Board shall consist of the following seven Members, as designated by their respective positions of employment:
1. The Fire Chiefs of the Village and the City
 2. The Police Chiefs of the Village and the City
 3. The Finance Directors of the Village and City
 4. The Director or Manager of the PSAP serving the Board

Each Board Member may designate an alternate to attend regular and special Board meetings on his/her behalf, with the same voting power as the Member.

- D. Officers.
1. The Chairman of the Board shall be the Board Member voted into such position at the first meeting of the Board in each calendar year. The PSAP representative is not eligible to serve as Chairman of the Board.
 2. The Secretary of the Board shall be the Board Member voted into such position at the first meeting of the Board in each calendar year.
 3. The Village's Finance Director, as the Village's *ex officio* Treasurer, shall act as the Treasurer and custodian of the Fund.
- E. Quorum. A quorum shall consist of four voting members of the Board meeting in compliance with the Illinois Open Meetings Act (5 ILCS 120/1, *et. seq.*).

III. BOARD MEETINGS

- A. Open Meetings Act. All meetings of the Board shall be scheduled and held, and notice thereof shall be given, in the manner provided in the Illinois Open Meetings Act.

- B. Regular Meetings. The Board shall meet no less than one (1) time each year. The Board shall establish a schedule of its meetings for each calendar year prior to the beginning of each calendar year in accordance with the requirements of the Illinois Open Meetings Act.
- C. Special Meetings. The Chairman may call and conduct such special or emergency meetings as (s)he determines may be necessary from time to time. Additionally, any three Board Members may call for a special or emergency meeting.
- D. Robert's Rules of Order. *Robert's Rules of Order Newly Revised*, current edition, shall govern the conduct of meetings of the Board and any subcommittees thereof. However, *Robert's Rules of Order* shall not govern where they conflict with these Rules of Procedure or other applicable law.
- E. Closed Meetings. The Board may hold meetings or portions of meetings that are closed to the public only in accordance with applicable law.
- F. Notice of Absence. All members of the Board shall notify the Chairman, his or her designee, or the Secretary if they are unable to attend any meeting of the Board. Such notice shall be provided as far in advance as is practical under the circumstances.
- G. Electronic Participation in Meetings. In accordance with the Open Meetings Act, all Members may attend, participate, and vote at open and closed public meetings through the use of telephone conference calls or other electronic means in accordance with the following provisions:
 - 1. Open Meeting Act Compliance. The Board shall comply with all of the applicable requirements of the Open Meetings Act, as amended.
 - 2. Quorum. The Board is prohibited from establishing a quorum to conduct business at an open or closed meeting through attendance by the use of telephone conference calls or other electronic means. A quorum must be physically present at the location of an open or closed meeting. In order to attend a meeting electronically, the Member must give notice before the commencement of the meeting to the Secretary, unless advance notice is impractical.
 - 3. Meeting Minutes. Minutes must reflect whether a member is present physically or electronically, regardless of whether any members are attending through the use of a telephone conference call or other electronic means.
 - 4. Electronic Attendance and Participation. As stated in the Open Meetings Act, provided that the audio, telephone or video conference connection allows the voice of an absent Member to be clearly heard by the attendees of the meeting (including the public) and the absent member can clearly hear the voices of the attendees who participate

in the meeting, a Member of the Board may only attend, participate and vote at an open or closed meeting through the use of a telephone conference call or other electronic means if the member is prevented from physically attending because of:

- a. personal illness or disability; or
 - b. employment purposes or the business of the Board, the Village, or the City, as applicable to the Member; or
 - c. a family emergency or other emergency.
5. Where a member of the Board is attending the meeting by use of a telephone conference call or other electronic means, the Chairman shall, immediately after convening of the meeting, announce to the public which Member is attending the meeting by use of a telephone conference call or other electronic means, identify the method of attendance and the reason why the absent Member is participating by such means. If the Chairman attends the meeting through the use of a telephone conference call or other electronic means, he or she shall not be required to vacate the chair and may act in his or her capacity as the presiding officer for the purposes of the meeting despite not being physically present.
6. The voice of the absent Member participating by telephone conference call or other electronic means, after being identified by the Chairman as belonging to the absent Member, shall be simultaneously broadcast to the public present at the meeting so that his or her voice can be heard, and the Member shall also be able to hear any discussions of the other Members and the public comment regarding any issue discussed at the meeting before a vote is taken.

IV. ORDER OF BUSINESS/AGENDAS

- A. Establishing the Agenda. The Chairman shall establish the items to be included on the agenda for each meeting of the Board. Each agenda shall be established in consultation with the Secretary.
- B. Order of Business. In general, the order of business for each agenda should contain the following items in the following order, however such may be modified:
1. Call to Order. Performed by the Chairman.
 2. Roll Call. Performed by the Secretary or his or her designee.
 3. Consideration of Minutes. Consideration of any unapproved minutes of any previous Board meetings.
 4. Consideration of Treasurer's Report. Report by the Treasurer of the Board, to include financial reports, including those relating to the

Emergency-911 surcharge funds and accounts, as well as review and approval of expenditures from the Fund.

5. Election of Officers. At the first meeting of the Board in each calendar year, the Members shall elect a Chairman and a Secretary from among the Members.
 6. Communications Received. Report by the Chairman of any correspondence or other communications received by the Board since the last meeting, including City Council or Village Board actions on Board reports, relevant actions of other boards, related Village or City staff activities, and pending legislation.
 7. Agenda Items. Consideration of business of the Board. This will include reports on PSAP activity, police dispatching activity, secondary PSAP activity, fire department dispatching activity, and/or backup PSAP activity.
 8. Old Business. Consideration of any matters previously before the Board.
 9. New Business. Consideration of any matters not previously before the Board.
 10. Comments from the Public. Members of the general public may address the Board with concerns or comments regarding issues relevant to the Board's agenda or topics that the Board has the authority, pursuant to the Village Code, to address. The chairperson or his or her designee shall strictly restrain comments to matters that are relevant to the Board's business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the Board must sign the request to speak form prior to the commencement of the public meeting. The persons submitting a petition, concern or other comment shall be allotted five minutes to present their points.
 11. Adjournment.
- C. Modification of Order of Business. The order of items on the agenda as distributed may be modified or rearranged by the Chairman, for good cause shown, with the consent of the Board, provided, however, that in the case of a special meeting, no items may be discussed that are not on the posted agenda.
- D. Distribution of Agenda and Related Materials. The agenda for each Board meeting shall be posted in accordance with applicable law. The agenda and all relevant materials prepared for the meeting shall be distributed to each Board member by the Secretary. The distribution shall be no later than three business days before a regular meeting of the Board.
- E. Voting. The Board may take action on an item of business without a written resolution before it. In such cases, the vote required to approve such an action shall be a simple majority vote of all Board Members. Each Board Member shall be entitled to one vote on each matter, and there shall be no

votes permitted by proxy (except that designated alternates may vote in the place of the Board Members). In the event of a tie vote of the Board Members, the Board will refer the disputed issue to the Village's and City's Municipal Managers for discussion, consultation, and resolution.

V. EFFECTIVE DATE

These Rules shall be effective upon:

- A. Approval of a majority vote of the voting members of the Board; and
- B. Review and approval by the General Counsel of the Village.

ADOPTED BY THE WHEELING JOINT EMERGENCY TELEPHONE SYSTEM BOARD, _____, 2020.