

Lake County Ordinance EMERGENCY TELEPHONE SYSTEM BOARD

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§ 31.080 ESTABLISHMENT OF EMERGENCY TELEPHONE SYSTEM BOARD.

The Emergency Telephone System Board (hereinafter referred to as the “ETSB”) for the Lake County 9-1-1 Service Area, as hereinafter defined, is hereby established.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.081 DEFINITIONS.

For the purposes of this subchapter, the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number and words in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

EMERGENCY TELEPHONE SYSTEM (hereinafter referred to as the ***SYSTEM***). A sophisticated telephone service which automatically connects a person dialing the digits “9-1-1”

to a predetermined public safety answering point, and which provides the features of automatic number identification, automatic location identification and selective routing of emergency calls and any other capability or feature or combinations of these capabilities or features available or that may become available. Also referred to as ***ENHANCED 9-1-1*** or ***E9-1-1***.

EMERGENCY TELEPHONE SYSTEM ACT (hereinafter referred to as the ***ACT***). 50 ILCS 750/0.01, as amended, and as may be amended hereafter.

EMERGENCY TELEPHONE SYSTEM BOARD (hereinafter referred to as the ***ETSB***, or the ***BOARD***). The Board required to be established by the Act and established by this subchapter.

EMERGENCY TELEPHONE SYSTEM FUND (hereinafter referred to as the ***FUND***). A separate fund required by § 15.4(c) of the Act into which all monies received by the ETSB pursuant to a surcharge imposed under § 15.3 of the Act, and from any other source, shall be deposited.

LAKE COUNTY 9-1-1 SERVICE AREA. The geographical area to be served by the ETSB as set forth in Appendix A to this chapter.

PUBLIC SAFETY ANSWERING POINT (hereinafter referred to as ***PSAP***). An emergency service 9-1-1 telephone call answering/forwarding and dispatching facility.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.082 JURISDICTION.

The ETSB shall have jurisdiction throughout the Lake County 9-1-1 Service Area (refer to Appendix A to this chapter).

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.083 TREASURER.

The Lake County Treasurer shall be the Treasurer of the ETSB.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990; Ord. passed 5-14-1996)

§ 31.084 MEMBERSHIP AND APPOINTMENT.

(A) The members of the ETSB shall be appointed by the Chair of the County Board with the advice and consent of the County Board.

(B) In August of each year, prior to appointments being made in November, the Chair of the Lake County ETSB shall solicit nominations for appointment from the President of the Lake County Fire Chiefs' Association, the President of the Lake County Police Chiefs' Association, the

Lake County Sheriff, the Lake Zurich PSAP, and the Lake County Administrator's Office. Nominations may also be submitted by any Mayor or Village President of a municipality within the Lake County 9-1-1 Service Area. By no later than the day after the ETSB's October meeting, the ETSB shall forward its recommendations from the nominations received to the County Board Chair.

(C) The ETSB shall contain members who either reside or work for an agency that is wholly or partially within the 9-1-1 Service Area at the time of their appointment, and who possess the following professional backgrounds:

1. **PSAP Representatives** (2 total) – Two representatives from PSAPs.
2. **Police Representatives** (2 total) – Two law enforcement officers (sworn or non-sworn).
3. **Fire Representatives** (2 total) – Two representatives from fire agencies (sworn or non-sworn).
4. **Lake County Representatives** (2 total) – Two representatives from any of the following categories: an employee of the County or Sheriff's Office; a citizen-at-large; a member of an Emergency Management Agency, PSAP, or individual with a police or fire background.
5. **Citizen-at-Large** (1 total) – One public member who is a resident of the local exchange service territory included in the 9-1-1 coverage area.

(D) ETSB Members shall comply with the *Lake County Standards of Conduct for Appointed Officials to Boards and Commissions*.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990; Ord. passed 5-14-1996)

§ 31.085 TERM OF OFFICE.

(A) The term of office of any person appointed to the ETSB shall be two years, but to create staggered terms of office, five of the initial nine appointments that are made after this amended ordinance goes into effect shall be designated to expire after one year, so that on an annual basis thereafter, only half of the Board shall be appointed each year. The five initial one-year appointments shall be the two Lake County Representatives, the Citizen-at-Large, one of the Police Representatives, and one of the Fire Representatives.

(B) There shall be no limit to the number of terms a member of the ETSB may serve.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990; Ord. passed 5-14-1996)

§ 31.086 VACANCY.

(A) A vacancy on the ETSB may be occasioned by a Member's resignation from the ETSB, continuous absence from scheduled meetings, or the Member's physical or mental incapacity that prevents regular participation at meetings. Members may serve the remainder of their terms if they retire or separate from their respective agency.

(B) The determination that a vacancy exists shall be made by the ETSB on its own action.

(C) After the ETSB determines that a vacancy exists, then recommendations for a replacement to fill an unexpired term shall be submitted to the Chair of the County Board under the process set forth in the Section 31.084. The vacancy shall be filled as soon as reasonably possible and shall extend for the term of the Member being replaced, provided that the replacement may continue as a Member if reappointed, as with all other Board Members.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.087 MEETINGS.

(A) There shall be at least semi-annual meetings of the ETSB, to be conducted during the months of April and October, respectively, in each calendar year.

(B) An organizational meeting of the ETSB shall be conducted as soon as practicable after its appointment.

(C) Regular and special meetings of the ETSB shall be held as may be provided in its bylaws and rules.

(D) The ETSB and each of its subcommittees, task forces, or working groups shall conduct their meetings in accordance with the Illinois Open Meetings Act, to the extent the Act applies.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.088 COMPENSATION.

(A) Members of the ETSB shall serve without compensation, but shall be reimbursed for their actual and necessary expenses as may be authorized by the ETSB.

(B) No member of the ETSB shall be reimbursed for expenses which are otherwise provided for by any public body with which the respective members may be associated or employed.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.089 POWERS AND DUTIES.

(A) The powers and duties of the ETSB shall include but not be limited to the following:

1. Planning a 9-1-1 system for the Lake County 9-1-1 Service Area;
2. Coordinating and supervising the implementation, upgrading, or maintenance of the system, including the establishment of equipment specifications and coding systems;
3. Receiving monies from the surcharge imposed under § 15.3 of the Act (50 ILCS 750/15.3), and from any other source, for deposit into the Emergency Telephone System Fund;
4. Authorizing all disbursements from the fund by means of resolutions adopted by a majority of all ETSB members;
5. Employing personnel necessary for the implementation or upgrade of the 9-1-1 System and for the day-to-day operation of the ETSB. All such personnel, except independent contractors, are employees of the County of Lake for purposes of benefits and general personnel policies.
6. Utilizing monies received from the surcharge and from any other source as provided by the Act and by this subchapter.

(B) The powers and duties of the ETSB shall additionally include the following:

1. Complete and approve an annual budget no later than July 1 in each year for approval of the County Board as part of the overall County Budget;
2. Providing for an annual audit of its fiscal operations by an independent certified public accountant and receiving the report of the annual audit;
3. Providing an annual report to all member agencies;
4. Obtaining and maintaining a non-paid officers' professional liability bond;
5. Making and entering into contracts, but at all times the ETSB shall contract in accordance with the Lake County Purchasing Subchapter ("Purchasing Ordinance," which is Chapter 33 of the Code of Ordinances), and the Chairman of the ETSB shall be deemed a "Department Head" under Chapter 33;
6. Acquiring, holding, and disposing of property, in accordance with County policies regarding property. The ETSB shall have the authority to deem property surplus and recommend its sale or disposal in accordance with the Lake County's Surplus Property Policy.

7. Reimbursing governmental entities, as may be applicable, for eligible expenditures made or monies advanced for the implementation of the system;
8. Adopting bylaws and rules for its organization, officers, procedures, and operations, provided that the Lake County Treasurer shall be the Treasurer of the ETSB;
9. Declaring when a vacancy exists on the ETSB and providing written notice to the Chair of the County Board that a vacancy exists;
10. Recommending, as may be deemed necessary, to the County Board changes in the composition of the ETSB and in the powers and duties of the ETSB;
11. Recommending to the County Board, as may be deemed necessary, that a Joint Emergency Telephone System Board be established by intergovernmental agreement with other municipalities or counties or combinations thereof as provided by the Act; and
12. Performing all other activities related to the purposes for which it was created and not otherwise prohibited by law.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

§ 31.090 EMERGENCY TELEPHONE SYSTEM FUND.

(A) All monies received by the ETSB pursuant to a surcharge imposed under the Act (50 ILCS 750/0.01 *et seq.*), or from any other source, shall be deposited into an Emergency Telephone System Fund.

1. The Fund shall be maintained by the Lake County Treasurer.
2. All interest earnings accruing on the Fund shall remain in the Fund.
3. No expenditures may be made from the Fund except upon the direction of the ETSB by resolution passed by a majority of all members of the ETSB.

(B) Expenditures may be made from the Fund only to pay for the costs associated with the following:

1. The design of the Emergency Telephone System.
2. The coding of an initial Master Street Address Guide database, and update and maintenance thereof.
3. The repayment of any moneys advanced for the implementation of the system.

4. The charges for Automatic Number Identification and Automatic Location Identification equipment, a computer aided dispatch system that records, maintains, and integrates information, mobile data transmitters equipped with automatic vehicle locators, and maintenance, replacement, and update thereof to increase operational efficiency and improve the provision of emergency services.
5. The non-recurring charges related to installation of the Emergency Telephone System.
6. The initial acquisition and installation, or the reimbursement of costs therefor to other governmental bodies that have incurred those costs, of road or street signs that are essential to the implementation of the Emergency Telephone System and that are not duplicative of signs that are the responsibility of the jurisdiction charged with maintaining road and street signs. Funds may not be used for ongoing expenses associated with road or street sign maintenance and replacement.
7. Other products and services necessary for the implementation, upgrade, and maintenance of the system and any other purpose related to the operation of the system, including costs attributable directly to the construction, leasing, or maintenance of any buildings or facilities or costs of personnel attributable directly to the operation of the system. Costs attributable directly to the operation of an emergency telephone system do not include the costs of public safety agency personnel who are and equipment that is dispatched in response to an emergency call.
8. The defraying of expenses incurred to implement Next Generation 9-1-1, subject to the conditions set forth in the Act.
9. The implementation of a computer aided dispatch system or hosted supplemental 9-1-1 services.
10. The design, implementation, operation, maintenance, or upgrade of wireless 9-1-1, E9-1-1, or NG9-1-1 emergency services and public safety answering points.
11. Any other purpose authorized by the Act or the regulations promulgated under it.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)

APPENDIX A: LAKE COUNTY 9-1-1 SERVICE AREA

The Lake County 9-1-1 Service Area is comprised of those areas or portions of those jurisdictions lying wholly within the county, as follows:

the unincorporated areas within the county, and
the Village of Antioch, and

the Village of Beach Park, and
the Village of Deer Park, and
the Village of Port Barrington, and
the Village of Green Oaks, and
the Village of Hawthorn Woods, and
the Village of Indian Creek, and
the Village of Island Lake, and
the Village of Kildeer, and
the Village of Lake Barrington, and
the Village of Lake Villa, and
the Village of Lake Zurich, and
the Village of Lakemoor, and
the Village of Lindenhurst, and
the Village of Long Grove, and
the Village of Mettawa, and
the Village of North Barrington, and
the Village of Old Mill Creek, and
the City of Park City, and
the Village of Riverwoods, and
the Village of Third Lake, and
the Village of Tower Lakes, and
the Village of Volo, and
the Village of Wadsworth, and
the Village of Wauconda, and
the Village of Wheeling.

(1977 Code, § 3:6-7) (Ord. passed 1-9-1990; Ord. passed 5-8-1990)