

**Jersey County ETSB/E911 Meeting Minutes for
Wednesday, January 21, 2026**

Members Present: Heidi Carter, Shane Winters, Jeff Jorden, Dave Womack, Mark Wagner, Alec Bowman, Rhonda Wilson

Members Absent: Kevin Hamilton, Steve Pohlman, Kevin Klaas, Joe Travers

Public Present: None

Mark opened the meeting at 7:25 p.m.

Rhonda did a Roll Call:

Mark Wagner	- <i>Present</i>	Jeff Jorden	- <i>Present</i>
Heidi Carter	- <i>Present</i>	Alec Bowman	- <i>Present</i>
Dave Womack	- <i>Present</i>	Rhonda Wilson	- <i>Present</i>
Shane Winters	- <i>Present</i>		

Absent: Kevin Hamilton, Steve Pohlman, Kevin Klaas, Joe Travers

Mark asked for approval of the November 19, 2025, Regular Business Meeting Minutes, and the November 19, 2025, Executive Regular Business Meeting Minutes. A motion to approve said minutes was made by Jeff and seconded by Dave.

Motion passed.

Comments or Concerns from the Public

None.

Treasurer's Report

Each board member was given a copy of the Monthly Budgetary Status Report dated January 20, 2026, for Period Ending December 31, 2025, reflecting a current fund balance of \$851,236.42. Rhonda stated this does not show the monies we received on December 22, 2025, totaling \$37,886.47 or the monies we received on January 5, 2026 totaling \$37,324.02. The report is for the first month of our new 2025 – 2026 fiscal year. Some discussions were had about various line items, but no pending concerns. A motion to approve the Treasurer's Report was made by Jeff and seconded by Dave.

Motion passed.

Director's Report

Alec reported as follows:

- Currently, all equipment in dispatch is functioning properly. There's been some issues with transmitting on Star Comm. Alec found a broken wire in the coax adapter. He's in the process of fixing same.
- New chairs were delivered to the dispatch center. There are mixed reviews. Some like them, others do not.
- There are some misunderstandings concerning the Call Handling Agreement with the City. There have been various meetings between Mark W., Chief Green, Officer Wimmersberg, Sheriff Manns, and Alec. There's been a semi-understanding reached for

now. Some of the TCs are having issues and Alec wants to prepare a MOU to outline what's been agreed to and what should be done by each department.

- Alec received and is working on preparing the 2025 annual AFR for the State. It is due on January 31, 2026. Alec had been warned that the report was very involved and detailed and those statements were correct.
- Alec wanted to report that in 2025 we received (a) 6,338 9-1-1 calls; (b) 17,745 administrative calls; and (c) 11 txt2911 calls – for a total of 23,803 calls for FY 2025.

A motion to approve the Director's Report was made by Jeff and seconded by Heidi.
Motion passed.

Committee Reports:

Finance Report

None.

Personnel Report

None.

Old Business

Discussion & Possible Action Re: Review and Implementation of the Jersey County Employee Handbook

This issue has already been resolved. This should have been in reference to the Jersey County E/9-1-1's Personnel Handbook. This can be reviewed/addressed at the next meeting.

Discussion & Possible Action Re: Posting for the Hiring of a Telecommunicator Per Diem Position

Alec let the board know we did not run any advertisements in the newspaper about hiring, however, we currently have four (4) applications. The interviews are to be with Alec, Mark W., Kevin K. and/or Sheriff Manns. The board directed Alec to go ahead and schedule interview times to be with the above-named members and all four applicants.

Discussion & Possible Action Re: Upgrading Equipment and/or Purchasing a Copier for the Administration Office

This matter had been discussed back in November 2025 and it was agreed to go ahead and purchase a service agreement on the gifted copier to be paid for with the 2024-2025 budget; however, we were not able to get that done within the 2024-2025 budget year. Shane suggested checking prices with Watts Copy Systems, Inc., located in Springfield, Illinois. A motion to use the old copier as long as we can and then look into another contract when needed was made by Mark W. and seconded by Shane W.

Motion passed.

Discussion & Possible Action Re: Purchasing of Testing Software Issues

After more discussions, it was decided there is no need to spend any money to purchase the testing software at this time. A motion to hold off on purchasing the testing software was made by Jeff J. and seconded by Mark W.

Motion passed.

Executive Session ~ For the Purpose of Discussion & Possible Action Re: Personnel Issues

A motion to go into Executive Session for the Purpose of Discussion and Possible Action Re: Personnel Issues was made by Dave and seconded by Shane.
Motion passed.

The Board went into Executive Session at 7:54 p.m.

A motion to end the Executive Session was made by Mark and seconded by Jeff.
Motion passed.

The Executive Session ended at 8:10 p.m.

Mark re-opened the Regular Business Meeting at 8:10 p.m.

New Business

Discussion & Possible Action Re: Personnel Issues

After much discussion in closed session, Alec will consult with the State's Attorney's office about union contract versus State law regarding paid time off. A motion to consult the State's Attorney's office about paid time off was made by Heidi and seconded by Jeff.
Motion passed.

Discussion & Possible Action Re: Bi-Annual Review of Executive Session Minutes

Alec prepared a letter reflecting on the board's past decisions on how to handle any and all executive session minutes. Alec wants to keep all minutes closed until such time as a FOIA request has been received and a determination with the advice of legal counsel has been made as to whether or not the minutes should be released or remain closed. A motion to keep all minutes closed was made by Dave and seconded by Jeff.
Motion passed.

Miscellaneous

Mark wanted to make the board aware that on June 6, 2026, the National Memorial of Military Ascent in Grafton is going to have their opening, which is the same day as the fishing fair in Grafton, so that is going to be a big day in Grafton. Mark asked Alec to have three dispatchers on duty that day from 8a to 2p. Mark also talked with Keith Norman with ESDA. Keith is putting together an emergency plan for the whole county and possibly having a command post in Grafton. He feels it is going to be a very busy weekend in Grafton. Grafton has invited the President of the United States to attend and if he shows, there could be secret service personnel around. Keith is working on this and going to check with all the fire departments to make sure they are backing each other up.

Mark also stated that should Alec work a shift in dispatch as a per diem employee, he should be paid the going hourly rate like that of the dispatchers.

Open Meetings Act Training Reminder for Chairman & Vice-Chairman, and New Members

Reminder given to the board members that the Open Meetings Act needed to be taken every year by the Chairman, Vice-Chairman, Director, Secretary, and any new members to the board. Be sure to turn in your Certificate upon completion.

March 2026 – Office Elections / Committee Member Appointments

No action taken. To be addressed at March's meeting.

Next Regular Meeting is **Wednesday, March 18, 2026**.

A motion to adjourn the Regular Business Meeting was made by Jeff and seconded by Shane.
Motion passed.

Meeting adjourned at 8:17 p.m.