

**Jersey County ETSB/E911 Meeting Minutes for
Wednesday, March 18, 2026**

Members Present: Heidi Carter, Jeff Jorden, Mark Wagner, Steve Pohlman, Kevin Klaas, Joe Travers, Alec Bowman, Rhonda Wilson

Members Absent: Kevin Hamilton, Shane Winters and Dave Womack

Public Present: None

Mark opened the meeting at 7:00 p.m.

Rhonda did a Roll Call:

Mark Wagner	- Present	Joe Travers	- Present
Heidi Carter	- Present	Jeff Jorden	- Present
Kevin Klaas	- Present	Alec Bowman	- Present
Steve Pohlman	- Present	Rhonda Wilson	- Present

Absent: Shane Winters, Dave Womack and Kevin Hamilton

Mark asked for approval of the January 21, 2026, Regular Business Meeting Minutes, and the January 21, 2026, Executive Regular Business Meeting Minutes. Joe wanted to discuss the matter mentioned in Alec's report at the last meeting concerning the call handling agreement with the city. Alec gave an in-depth explanation, which better explained it for Joe. A motion to approve said minutes was made by Jeff Jorden and seconded by Kevin Klaas. 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 March 18, 2026, for Period Ending February 28, 2026, reflecting a current fund balance of \$855,068.19. Rhonda stated this does not show the monies we received in March 2026 (which are funds for November 2025) totaling \$37,408.76. This figure should be added to the above balance. After some discussions on various line items, we are pretty much where we need to be currently. It was noted that the State is currently behind three months, which is normal. A motion to approve the Treasurer's Report was made by Jeff Jorden and seconded by Kevin Klaas. Motion passed.

Director's Report

Alec reported as follows:

- The 2025 AFR report for the State was filed and accepted on January 30, 2026. No discrepancies to report.
- All misunderstandings and questions regarding the JPD dispatching by 911 have been figured out and things are now flowing well.
- On January 31, 2026, at approximately 9pm, dispatch lost all power and all functions were inoperable. Drew was working alone. At the time, Alec was out of

town, so he guided Drew and they got everything rerouted too West Central. After contacting GTSi and INdigital, it was determined that we had a power failure. A tech from GTSi was headed our way, when Kevin Klaas determined that our back up UPS had failed. Kevin was able to get everything back up and working so the GTSi tech was cancelled. Once Alec got back into the office, the back-up UPS was inspected it was determined that the internal cooling fan failed which caused the machine to overheat and shut down. The unit was 25 years old, so a new unit was purchased, which was paid for through the County's Public Safety fund. Between GTSi, Kevin Klaas and Brad Spurling, everything was back up and running. In addition to purchasing a new back-up unit, it was decided to be redundant to prevent this from happening again, so Alec decided to purchase 2 additional small battery back-ups for the server room. We did not have them in the past but probably should have had them all along.

- The statewide 911 Administrator's office has informed Alec that Jersey County is next in line for the implementation of the Community Emergency Services and Support Act (CESSA). It will be necessary to provide more training for the TCs and make changes to some of our protocols. Alec will need to attend bi-weekly meetings and submit bi-weekly reports. New agreements will have to go out to all participating agencies as well as to our medical director. It will be necessary to implement this to stay compliant with the state legislature.
- With the recent changes to the Emergency Telephone System Act, the State is requiring the ETSB to obtain their own FEIN number. We will no longer be able to use the County's FEIN number as we have for the past 20 plus years. Our state funds will no longer be made payable to a municipality. Alec has begun working on obtaining said FEIN for the ETSB/E911.
- On April 2nd, there will be an Active Shooter training at the middle school. All police, fire, medical, health department, and ESDA will be participating. We will be adding an extra dispatcher on that day specifically for this training.
- Also, on June 6th Grafton will be hosting a fishing fair and the dedication of the Grafton War Memorial monument. Again, we will have an extra dispatcher on duty and ESDA is working on a plan for the day's events.

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

Motion passed.

Committee Reports:

Finance Report

None.

Personnel Report

None.

Old Business

None.

ELECTION OF OFFICERS: NOMINATIONS FOR AND ELECTION OF CHAIR, VICE-CHAIR AND TREASURER – APPOINTMENT OF NON-MEMBER SECRETARY

Currently, these individuals hold office: Mark Wagner – Chairman, Jeff Jorden – Vice-Chairman, Heidi Carter – Treasurer, and Rhonda Wilson – Non-Member Secretary. A motion to retain the current individuals in office “as they are” was made by Kevin Klaas and seconded by Joe Travers.
Motion passed.

EXECUTIVE SESSION ~ FOR THE PURPOSE OF DISCUSSION & POSSIBLE ACTION RE: APPROVAL OF HIRING PER DIEM TELECOMMUNICATOR(S)

A motion to go into Executive Session for the Purpose of Discussion and Possible Action Re: Approval of Hiring Per Diem Telecommunicator(s) was made by Jeff Jorden and seconded by Kevin Klaas.
Motion passed.

The Board went into Executive Session at 7:19 p.m.

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

The Executive Session ended at 7:26 p.m.

Mark re-opened the Regular Business Meeting at 7:26 p.m.

New Business

Discussion & Possible Action Pursuant to Closed Session : Approval of Hiring Per Diem Telecommunicator(s)

A motion to offer a Per Diem Telecommunicator position to J.G. to start when she is available was made by Kevin Klaas and seconded by Mark Wagner.
Motion passed.

[NOTE: Steve Pohlman left the meeting at 7:30 p.m.]

Miscellaneous

Open Meetings Act Training Reminder

Reminder given to the present board members that the Open Meetings Act needs to be taken. Be sure to turn in your Certificate upon completion.

Joe Travers had some questions on the I Am Responding program used in dispatch. He stated the Jerseyville Fire Department needs more in-depth information than what they are currently receiving. Alec stated he would be glad to meet with Joe to see what needs to be done to meet the fire department's needs.

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

Meeting adjourned at 7:37 p.m.