

PSAP Minutes 4/28/26

Loves Park City Hall

I. Call to Order by Chairman Chiarelli at 2:04 pm

II. Quorum – seven present

- a. County of Winnebago – Chairman Joseph Chiarelli
 - b. City of Loves Park – Mayor Greg Jury
 - c. Village of Machesney Park – Mayor Steve Johnson
 - d. Village of Cherry Valley – Chief Todd Stockburger
 - e. Village of Durand - absent
 - f. Village of Pecatonica – absent
 - g. Village of Rockton – absent
 - h. Village of Roscoe – Mayor Carol Gustafson
 - i. City of South Beloit – absent
 - j. Village of Winnebago – Mayor Frank Eubank
 - k. Winnebago County Sheriff – Sheriff Gary Caruana
 - l. Winnebago County Administrator – non-voting, ex officio - absent
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Additional attendees:

- a. Rick Ciganek, WCSO
- b. Tyler Jones
- c. Administrator Joey Dienberg, Village of Winnebago
- d. Chief Mike McCammond, Loves Park
- e. Jim Hart, Loves Park Fire Chief
- f. Ray Thompson, County Board Member

III. Minutes from 01/27/26 approved

IV. Operational activity – Jennifer Fey

- a. At Winnebago County 911 we recently extended an offer for our final open position. This individual is scheduled to begin on May 11, at which point our 911 center will be fully staffed. Also, four new hires began classroom training two weeks ago, and two previously hired trainees are close to completing training.
- b. Overall, the center continues to perform well. We are consistently meeting both state and departmental standards by answering all 911 calls within 15 seconds, and frequently within our internal goal of 10 seconds.
- c. In recognition of Telecommunications Week, we created a quiet/relaxation room for our telecommunicators to use and also opened our gym for staff.

- d. Fire dispatch operations are running smoothly. Last week, I sent out invoices to the fire departments for January through March dispatch services, totaling \$41,925. We issue invoices every two to three months as agreed upon by the fire departments.
 - e. Finally, several staff members participated in a team-building activity through BraveHearts Equestrian Therapy. Those who attended found the experience very rewarding. This opportunity was made possible by the ETSB.
- V. Review of Financial Reports – Steve Schultz, Winnebago County CFO – absent
 - a. Reports distributed
 - b. Overtime for 911 Center - Until recently they were down to 24 of the 29 approved telecommunicators. This would require employees to work overtime to cover shifts. Four more telecommunicators were hired on April 13th, giving the department 28 telecommunicators.
 - c. PSAP Fire Revenue is behind where we expect it to be on budget. This is because we have only sent out invoices through December 25. I believe Tami does those invoices.
 - d. ETSB Salary Reimbursement is at 60% already. There are some training reimbursements from Fy25 included in Fy26 because they didn't get them over to us in time to be included in Fy25.
 - e. Please contact Steve Schultz with any questions
- VI. Technical Committee Report
 - a. New antenna lines are being installed that will provide better coverage for rural fire
- VII. Old Business – none
- VIII. New Business –
 - a. Roscoe Mayor Carol Gustafson inquired when to expect first quarter invoices to be delivered.
 - b. Next meeting is July 21st at Loves Park City Hall.

~submitted by Karen Elyea, on behalf of Winnebago County Board Chairman Joseph Chiarelli