

**System Name: Glenview Joint ETSB (Glencoe, Kenilworth, Northfield, Winnetka)****Case # 16-C-151****Date Filed: 3/2/2017****Department Review of Consolidation**

(For consolidation of an unserved county with an existing 9-1-1 authority and the creation of a Joint ETSB or consolidation of either paper ETSBs or multiple ETSBs resulting in the creation of a Joint ETSB and consolidation of individual PSAPs)

Requirement		Information Included	Staff Comment
<b>Contact and 9-1-1 System information</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Glenview Joint ETSB Brent Reynolds 2500 East Lake Ave. Glenview, IL 60026 (847) 901-6072 breynolds@glenview.il.us
<b>Verification</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Letter of Intent</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Plan Narrative (if incorporating an NG9-1-1 solution, narrative must include the following: )</b>		Yes <input type="checkbox"/> No <input type="checkbox"/>	The Glenview Joint ETSB already serves Glenview, Grayslake, Highland Park, Highwood, Lake Bluff, Lake Forest, Morton Grove and Niles. This consolidation plan is including the Villages of Glencoe, Kenilworth, Northfield, and Winnetka. These 9-1-1 system will be closing their existing PSAPs and dissolving their individual ETSBs to become a part of the Glenview Joint ETSB 9-1-1 system.
	Name of certified 9-1-1 system provider	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
	Explanation of the national standards, protocols and/or operating measures that will be followed	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
	Explanation of measures taken to create a robust, reliable and diverse/redundant network and whether other 9-1-1 Authorities will be sharing the equipment	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
	Explanation of how the existing 9-1-1 traditional legacy wireline,	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

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	wireless and VoIP network, along with the databases, will interface and/or be transitioned into the NG9-1-1 system		
	Explanation of how split exchanges will be handled	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
	Explanation of how the databases will be maintained and how address errors will be corrected and updated on a continuing basis	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
	Explanation of who will be responsible for updating and maintaining the data, at a minimum on a daily basis Monday through Friday	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
	Explanation of security measures placed on the IP 9-1-1 network and equipment to safeguard it from malicious attacks or threats to the system operation and what level of confidentiality will be placed on the system in order to keep unauthorized individuals from accessing it	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
<b>Financial Information</b>			
	Name of ETSB(s) that are being dissolved with Total Reserves to be transferred to the Joint ETSB	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Glencoe - \$59,303 Reserves Kenilworth - \$164,200 Reserves Northfield - \$0 Winnetka - \$0
	Number of answering positions, full-time and part-time dispatchers prior to and after consolidation	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	8 answering positions prior to consolidation 2 answering positions after consolidation

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			16 full time dispatchers/call takers prior to consolidation 6 full time dispatchers/call takers after consolidation  10 part time dispatchers/call takers prior to consolidation 0 part time dispatchers/call takers after consolidation
	Total network cost prior to and after consolidation	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	\$190,833.60 = Total network cost for each entity prior to consolidation \$179,829.60 = Total network cost after consolidation
	Network Costs that the State will be responsible for paying	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	\$179,829.60
	Recurring and nonrecurring consolidation cost	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Recurring cost of consolidation \$2,111,931 No cost was provided for nonrecurring cost for consolidation.
	All revenue sources for consolidated system	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	No amount was provided.
<b>Five Year Strategic Plan</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The multi-year dispatch service agreements define annual payment schedules for each municipality through December 31, 2013.
<b>Communities Served</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Participating Agencies</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Adjacent Agencies</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Carrier Listing</b>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Attachments</b>			
	Ordinances	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Each community passed resolutions which approves entering into a dispatch services agreement with Glenview and for membership to the Glenview Joint ETSB.  Also each community (except for Winnetka, because they do not have an ETSB) passed ordinances to dissolve their individual ETSB effective upon approval of the consolidation.

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	Intergovernmental agreement(s)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	An intergovernmental agreement between Glenview, Glencoe, Kenilworth, Northfield, and Winnetka to join the Glenview Joint ETSB was included in the plan.
	Contracts	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Each community has entered into a dispatch services agreement with Glenview.
	Back-up PSAP agreement	Yes <input type="checkbox"/> No <input type="checkbox"/>	Back-up remains the same for this existing system.
	Network Diagram	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The network diagram was incorrect as it included Lindenhurst. A revised diagram was obtained from AT&T for this consolidation plan.
	Call-Handling and Aid outside jurisdictional boundaries agreements	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<p>The following signed Participating Agency agreements were not provided:</p> <ul style="list-style-type: none"><li>• Grayslake Fire Prot. Dist.</li><li>• Highland Park Police</li><li>• Morton Grove Fire Dept.</li><li>• Niles Fire</li><li>• Northfield Fire</li><li>• Winnetka Kenilworth Fire</li></ul> <p>All signed Adjacent Agency agreements were not provided.</p> <p>The following unsigned agreements were provided in the packet, but they do not appear on the Adjacent Agency List:</p> <ul style="list-style-type: none"><li>• Lindenhurst Police</li><li>• Cencom</li><li>• Lake County ETSB</li><li>• North West Central</li><li>• Mount Prospect Fire</li><li>• Mount Prospect Police</li><li>• Wheeling Police</li><li>• Wheeling Fire</li><li>• Round Lake Police</li><li>• Round Lake Beach Police</li><li>• Round Lake Park Police</li><li>• Mundelein Police</li><li>• Mundelein Fire</li></ul>

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			<ul style="list-style-type: none"><li>Libertyville Fire</li></ul>
<b>Test Plan</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	No details were provided. Since the consolidating communities are closing PSAPs and rerouting their 9-1-1 calls, some testing should be completed to ensure proper transition.	

**Conclusions:**

Under 50 ILCS 15.4a(a)(2), in any county with a population of at least 250,000 that has more than one Emergency Telephone System Board, Joint Emergency Telephone System Board, or qualified governmental entity, any 9-1-1 Authority serving a population of less than 25,000 shall be consolidated such that no 9-1-1 Authority in the county serves a population of less than 25,000. The communities included in this consolidation have the following population according to the 2015 U.S. Census Bureau, 2015 vintage population which required consolidation:

Glencoe's population is 8,945

Kenilworth's population is 2,555

Northfield's population 5,484

Winnetka's population is 12,472.

All of these 9-1-1 authorities have their own PSAP, but will be closing them with the consolidation, dissolving their individual ETSBs and joining the Glenview Joint ETSB. This fulfills the consolidation requirement to serve a population of greater than 25,000.

The Glenview Joint ETSB's consolidation plan meets the requirements for a consolidation plan as prescribed by Section 1324.200(c) of Illinois Admin. Code Part 1324.200 – Consolidation of 9-1-1 Emergency Systems except that the plan is missing to the following items:

**1) Call-Handling and Aid Outside Jurisdictional Boundaries Agreements-**

Glencoe and Northfield appear on both the Participating and Adjacent Agency List. As new members to Glenview they would now be a Participating Agency and should be removed from the Adjacent Agency List.

The following signed Participating Agency agreements were not provided:

- Grayslake Fire Prot. Dist.
- Highland Park Police
- Morton Grove Fire Dept.
- Niles Fire
- Northfield Fire
- Winnetka Kenilworth Fire

**2) All signed Adjacent Agency agreements were not provided.**

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**3) Test Plan** - No details were provided on the test plan because Glenview is an existing system. However, since the consolidating communities are closing PSAPs and rerouting their 9-1-1 calls by Emergency Service Routing Numbers (ESNs), some testing should be completed to ensure proper transition.

The network diagram provided in the plan was incorrect. A revised network diagram was provided by AT&T.

It is recommended that all missing documents be provided to the 9-1-1 Department prior to the Administrative Law Judge hearing if at all possible so they can be entered into evidence as late filed exhibits. All documents must be obtained prior to the Statewide 9-1-1 Administrator granting an order of approval.

**Reviewed by: Marci Elliott**

**Date: 3/21/17**