

The METCAD Policy Board convened for an electronic meeting on Thursday, December 17, 2020, via Zoom with the following in attendance electronically:

**MEMBERS MPB:**

Chief Tony Brown, Village of Rantoul Police Department  
Chief Alice Cary, University of Illinois Public Safety  
Chief Paul Cundiff, Rural Fire Chief's Association (proxy Captain Sam Smith)  
Mike DeLorenzo, University of Illinois  
Scott Eisenhauer, Village of Rantoul  
Sheriff Dustin Heuerman, Champaign County Sheriff's Office  
County Executive Darlene Kloeppe, Champaign County  
Chief Gary Ludwig, City of Champaign Fire Department  
Mayor Diane Marlin, City of Urbana  
Chief Mike Metzler, Rural Police Chief's Association  
Chief Bryant Seraphin, City of Urbana Police Department  
Joan Walls, City of Champaign

**MEMBERS PSRMSB:**

Chief Tony Brown, Village of Rantoul Police Department  
Chief Alice Cary, University of Illinois Public Safety  
Chief Anthony Cobb, City of Champaign Police Department  
Mike DeLorenzo, University of Illinois  
Scott Eisenhauer, Village of Rantoul  
Sheriff Dustin Heuerman, Champaign County Sheriff's Office  
County Executive Darlene Kloeppe, Champaign County  
Mayor Diane Marlin, City of Urbana  
Chief Bryant Seraphin, City of Urbana Police Department  
Joan Walls, City of Champaign

**ABSENT:**

**ADMINISTRATIVE STAFF:**

Ralph Caldwell, Director  
Jeff Wooten, Deputy Director  
Dave Miller, Network Administrator  
Kristin Wright, Administrative Assistant

**OTHERS:**

Sanford Hess, City of Urbana IT Department  
Kay Nees, City of Champaign Finance Department  
Tom Yu, City of Champaign Legal Department

The meeting was a joint meeting between the METCAD Policy Board and the Public Safety RMS Policy Board. Chair Mike DeLorenzo called both the METCAD Policy Board meeting and the Public Safety RMS Policy Board meeting to order at 8:30 a.m. Director Ralph Caldwell read

the Governor's Executive Order. Roll call was taken for the METCAD Policy Board. There were 12 members on the call. There was one proxy as noted in the attendance list.

Chair Mike DeLorenzo then called for the Public Safety RMS Policy Board meeting roll call. Roll call was taken. Ten members were present.

Director Caldwell reported that there was only one electronic communications for the METCAD Policy Board and it was the proxy from Chief Paul Cundiff which is noted in the member list. There was none for the Public Safety RMS Policy Board.

There was no audience participation for either Boards.

Chair DeLorenzo called for METCAD Policy Board action items. Director Caldwell reviewed the meeting calendar dates and the rotation of Policy Board chair positions. The Village of Rantoul is the agency that is scheduled to hold the chair position and the City of Urbana is scheduled to hold the Vice-Chair position. This will be a two-year term as is also being done for the Public Safety RMS Chair and Vice-Chair positions. Mr. Scott Eisenhower made the motion for Chief Tony Brown to serve as the Chair and for Chief Chuck Lauss to serve as the Vice-Chair. Sheriff Dustin Heuerman seconded the motion. Roll call vote was taken; motion passed 12-0.

The meeting dates for the METCAD Policy Board were reviewed. The meeting dates include quarterly joint meetings with the Public Safety RMS Board. County Executive Darlene Kloepfel made a motion to accept the meeting dates, Mr. Eisenhower seconded the motion. A roll call vote was taken; it passed 12-0.

The next action item was Resolution 20-03 which was the Intergovernmental Agreement between the METCAD Policy Board and Public Safety RMS Policy Board. Director Caldwell explained that this agreement gives METCAD the authority to start and manage the Records Management System. Mr. Eisenhower made the motion to approve the agreement and Mayor Diane Marlin seconded the motion. A roll call vote was taken; motion was approved 12-0.

Chair DeLorenzo called for the first resolution for the Public Safety RMS Board. Director Caldwell explained that there was an amendment to the resolution. The Village of Rantoul was inadvertently left off of the resolution so a correct resolution was emailed to each of the Board members prior to the Board meeting. A motion was taken to approve the amendment. Mr. Eisenhower made the motion, County Executive Kloepfel seconded the motion. A roll call vote was taken; the motion passed 10-0. This resolution would accept and approve the Public Safety RMS Board by-laws. Mr. Scott Eisenhower made a motion to approve the resolution as amended; Chief Alice Cary seconded the motion. A roll call vote was taken; motion passed 10-0.

The next action item was PSRMS 20-02 which would approve the Intergovernmental Agreement between METCAD and the PSRMS Board. This resolution will allow METCAD to start and manage the Records Management System. County Executive Kloepfel made a motion to accept

the agreement; Chief Tony Brown seconded the motion. A roll call vote was taken; motion was approved 10-0.

The next item on the agenda was the election of Chair and Vice-Chair. This will be two-year terms. The first agency to serve as Chair would be the Village of Rantoul and the City of Urbana would serve as the Vice-Chair. Sheriff Heuerman made the motion for Chief Tony Brown to serve as Chair and Chief Bryant Seraphin to serve as Vice-Chair. Mr. Eisenhauer seconded the motion. A roll call vote was taken; motion passed 10-0.

Next item on the agenda was the approval of the Public Safety RMS Board meeting calendar. Mayor Marlin made the motion to approve the calendar; County Executive Kloeppe seconded the motion. A roll call vote was taken; motion was approved 10-0.

Director Caldwell mentioned that also included in the Board packet is a listing of everyone on each Board and their contact information. If there is any information incorrect, please let Kristin know so she can update it.

The next item was Resolution 20-03 which approved a contract with Tyler Technologies for a Records Management System in the amount of \$691,000. Deputy Director Jeff Wooten reviewed the report to the Board. He mentioned that Mr. Sanford Hess and the Police Chiefs had reviewed what modules would be needed to continue operating the way that the old system currently operates. The advantage of purchasing this system is that it will make the systems fully integrated. The Sheriff's Office wrote a grant with the US Department of Justice for \$417,000 to be applied toward the purchase of this product. There will be an additional staff member hired to manage the system. Implementation will take between 18 and 24 months. Sheriff Heuerman made a motion to accept the Tyler contract; Ms. Joan Walls seconded the motion. A roll call vote was taken; motion passed 10-0.

There were no discussion items. Director Caldwell thanked multiple agencies for their help with the RMS project development. Ms. Walls also spoke regarding the history of the project and thanks Mr. Tom Yu for the help that he provided. She also thanked all of the agencies involved.

Chair DeLorenzo asked for a motion to adjourn the METCAD Policy Board meeting. Mr. Eisenhauer made a motion to adjourn; Ms. Marlin seconded the motion. A roll call vote was taken, 12 members voted "yes". Motion carries. Meeting adjourned at 9:02 a.m.

Chair DeLorenzo asked for a motion to adjourn the Public Safety RMS Policy Board Meeting. Mr. Eisenhauer made a motion to adjourn; County Executive Kloeppe seconded the motion. A roll call vote was taken, 10 members voted "yes. Motion carries. Meeting adjourned at 9:03 a.m.