

**Minutes of the
QCIC NET Governing Board
November 19th, 2010, 10 a.m.
Bi-State Regional Commission
1504 Third Avenue, Rock Island, Illinois**

QCIC NET Board Members Present

Ralph Beswick	Rock Island County ETSB
Dee Bruemmer	Scott County
Linda Frederiksen	MEDIC EMS
Matt Hirst	Scott County
Brian Hitchcock	SECC
Craig Malin	City of Davenport
Victor Moreno	City of East Moline
John Phillips	City of Rock Island
Steve Seiver	Village of Milan
Wayne Sharer	City of Rock Island
Lew Steinbrecher	City of Moline

Board Members Absent

Decker Ploehn	City of Bettendorf
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Others Present

Paul Andorf	Medic EMS
Denise Bulat	Bi-State Regional Commission
Jim Grafton	City of Silvis
Mark Hunt	Bi-State Regional Commission

1. Introduction

Denise Bulat, Bi-State Regional Commission Executive Director facilitated the opening of the meeting and introductions.

2. Consideration of By-Laws

The members reviewed and discussed the draft QCIC NET By-Laws developed by Bi-State staff. Mr. Seiver suggested adding members of Scott County Emergency Communications (SECC) and the Rock Island County Emergency Telephone System Board (ETSB) to the designated Technical Advisory Committee roster. Ms. Frederiksen corrected the spelling of MEDIC EMS. The members discussed the use of alternates on the board and agreed that the use of alternates was up to the nominating agencies, in this case SECC and Rock Island County ETSB. A motion was made by Mr. Philips to accept

Approved with no changes 2-18-11

the by-laws with the changes noted by Mr. Seiver and Ms. Frederiksen. Mr. Malin seconded the motion. The motion passed unanimously.

With the by-laws approved, a motion was approved to fill the required QCIC NET Governing Board officer positions. Nominations were sought from the floor. Mr. Steinbrecher nominated Mr. Seiver as chair. The nomination of Mr. Seiver as chair was seconded by Mr. Moreno. The nomination passed unanimously. Mr. Malin nominated Mr. Ploehn as vice chair. Ms. Frederiksen seconded the nomination of Mr. Ploehn as vice chair. The nomination passed unanimously.

Mr. Seiver chaired the remainder of the meeting.

3. Consideration of Network Services RFP

The members reviewed and discussed the draft Network Services Request For Proposals (RFP) prepared by Bi-State staff. Mr. Hunt explained the draft RFP represented a request for a “break/fix” solution. The RFP was developed in consultation with the technical staff from the various counties and municipalities using the QCIC NET. The board members discussed that under the current governance agreement each jurisdiction is required to pay for any QCIC NET repairs necessary within their jurisdiction. Mr. Steinbrecher requested that the RFP include an optional service to provide construction location services for the network. Mr. Phillips noted that in the future an agreement might need to be developed among the members of QCIC NET to use the selected service provider as the only repair agent for the QCIC NET. Mr. Beswick made a motion to issue the RFP with the optional locate service described by Mr. Steinbrecher. The motion was seconded by Mr. Steinbrecher and was passed unanimously.

4. Report on Status of Fiber Sharing Agreements

Ms. Bruemmer explained the need for fiber optic connectivity between SECC and MEDIC EMS to interconnect the phone systems of the two dispatch centers. Ms. Bruemmer asked the QCIC NET Governing Board to allocate the necessary amount of strands from the reserve capacity of the QCIC NET to allow for the required telephone connectivity between SECC and MEDIC EMS. The requested fibers are to be used from point-to-point. Mr. Malin made a motion to provide the necessary strands from the QCIC NET’s reserve capacity for use by Scott County and MEDIC EMS to provide telephone connectivity between their dispatch facilities. The motion was seconded by Mr. Sharer and passed unanimously.

Mr. Seiver reported to the board that the Rock Island County ETSB has entered into a one year lease agreement with Iowa Health Systems to provide fiber access between 17th St and 31st Ave. in Rock Island, IL to 7th St. and 30th Ave. Moline, IL. The cost of the agreement is \$17,000. The leased section of fiber provides a full ring topology to the QCIC NET and is fully available to all QCIC NET users. At the end of the current lease Rock Island County ETSB has the option to vacate the lease agreement; continue the

lease agreement for an additional 5-year period at a cost of \$53,000 per year; or facilitate a no cost fiber sharing agreement between the QCIC NET and Iowa Health Systems. Mr. Hunt notified the committee that the final agreement between Iowa DOT and SECC had been approved and signed by each agency and is in full effect. The agreement provides 12 strand of fiber for the QCIC NET to cross I-74 bridge.

Mr. Hunt notified the committee that the telecommunications industry has become aware of QCIC NET existence and some inquiries have been received. A recent inquiry from Kentucky Data Link misidentified some conduit in Moline as part of the QCIC NET. Mr. Hunt referred the Kentucky Data Link caller to Moline IT staff.

5. Other Business

Mr. Hunt provided committee members an email and spreadsheet from Keith Hill of Consulting Gateway Corporation. Mr. Hill served as the project manager for the design and construction of the QCIC NET. The email and spreadsheet detailed the final cost of the project, which came in approximately \$2,000 under budget. The documents also explained remaining changes orders to be approved by the City of Davenport and outstanding charges to be paid by Davenport as the grant administrator for the QCIC NET project.

The next meeting of the QCIC NET Governing board was set for February 18th at 10:30 a.m. at the Bi-State Regional Commission.

The committee agreed to adjourn by consensus.