

THE CONSOLIDATED EMERGENCY RESPONSE CENTER OF COOK COUNTY JOINT 9-1-1 AUTHORITY BYLAWS

ARTICLE I PURPOSE

The Consolidated Emergency Response Center of Cook County Joint 9-1-1 Authority (hereinafter “the Joint 9-1-1 Authority”) is a cooperative venture voluntarily established by its members pursuant to the Consolidated Emergency Response Center of Cook County Joint 9-1-1 Authority Intergovernmental Agreement (hereinafter “the Agreement”) entered into by them in accordance with the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) and the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*) The Joint 9-1-1 Authority has been established for the purpose of providing the equipment, services, personnel, facilities, and other items necessary for the implementation, operation, maintenance, and repair of a 9-1-1 Emergency Telephone System (hereinafter, the “System”) within portions of Cook County, Illinois.

ARTICLE II MEMBERSHIP

A. The members of the Joint 9-1-1 Authority are the Village of Stickney and the Town of Cicero (hereinafter, individually, a “Member Municipality,” or collectively, the “Member Municipalities”).

B. Any municipality which hereinafter becomes a participating member of the Consolidated Emergency Response Center of Cook County (hereinafter, individually, “The Dispatch Center”) also become a member of the Joint 9-1-1 Authority, provided that all current Member Municipalities and the new member approve and execute an addendum (hereinafter, the “Addendum”) of new membership into the Joint 9-1-1 Authority, and provided that the new member enters into an Intergovernmental Agreement with the Town of Cicero for emergency 9-1-1 Dispatch Services.

C. The Addendum authorizing a new Member Municipality of the Joint 9-1-1 Authority shall require the new Member Municipality to:

1. Agree to be bound by the Joint 9-1-1 Authority’s Bylaws.
2. Deliver to the Joint 9-1-1 Authority a duly certified ordinance or resolution in proper form authorizing and directing such member’s execution of the Addendum, along with a copy of the new Member Municipality’s Intergovernmental Agreement with the Town of Cicero.

3. Deliver to the Joint 9-1-1 Authority a duly authorized ordinance in proper form rescinding any local ordinance or resolution which created an Emergency Telephone System Board within such Member Municipality.

D. Termination: Any Member Municipality of the Joint 9-1-1 Authority may terminate its membership at any time upon thirty (30) days written notice to each of the remaining Member Municipalities of the Joint 9-1-1 Authority. All Surcharge Funds (as hereinafter defined) allocated to the Member Municipality that terminates its membership in the Joint 9-1-1 Authority shall be returned to that Member Municipality, within ninety (90) days of said Member Municipality's termination of its membership, except for those funds loaned to Member Municipalities by the Town of Cicero for any costs incurred by the Town of Cicero to help move the Member Municipalities into the The Dispatch Center.

ARTICLE III JOINT 9-1-1 AUTHORITY

A. JOINT 9-1-1 AUTHORITY BOARD; POWERS

The functions and operations of the Joint 9-1-1 Authority shall be governed by the Joint 9-1-1 Authority Board (hereinafter the "Board"). The Board shall consist of voting members and non-voting members. The voting members of the Board shall be comprised of eight (8) members of the Town of Cicero and one (1) member for each additional Member Municipality that is designated by each of the additional Member Municipalities, provided that voting member for each additional Member Municipality must be a representative of that Member Municipality's 9-1-1 public safety agencies, including but not limited to its police department, fire department, emergency medical services provider and its emergency services and disaster agencies, appointed on the basis of their ability or experience. Notwithstanding any provision of these Bylaws to the contrary, the voting members of the Board shall include one additional member of the Town of Cicero for each new Member Municipality that becomes a participating member of the Dispatch Center in accordance with Article II of these Bylaws. The non-voting members may be comprised of advisors, each of whom shall be appointed by a majority of the voting members of the Board.

The powers of the Board shall include:

1. Planning a 9-1-1 System, as such term is defined in the Emergency Telephone System Act.
2. Coordinating and supervising the implementation, upgrading or maintenance of the System, including the establishment of equipment specifications and coding systems.
3. Receiving monies from the surcharge imposed under Section 15.3 of the Emergency Telephone System Act (50 ILCS 750/15.3), and from any other source for deposit into the Joint 9-1-1 Authority Fund (hereinafter "the Fund").

4. Authorizing all disbursements from the Fund.
5. Hiring, on a temporary basis, any staff necessary for the implementation or upgrade of the System.
6. Making and entering into contracts.
7. Exercising all powers necessary and incidental to carrying out the purposes set forth in Article I of these Bylaws, including, but not limited to, approving amendments to these Bylaws, accepting new members, and approving the annual budget of the Joint 9-1-1 Authority, provided, however, that such action shall not be inconsistent with the laws of the State of Illinois.

B. VOTING; VACANCY; COMPENSATION

1. Each voting member of the Board shall be entitled to one vote upon each matter submitted to a vote at a Board meeting.
2. Proxy or absentee voting is not allowed. However, each voting member of the Board may designate a person to serve in his or her absence at regular or special meetings, with the authority to vote on behalf of such absent Board member. The person so designated by a voting member of the Board shall be either a police or fire chief or a member of the command staff for either the police or fire department of such Member Municipality.
3. If any voting member of the Board ceases to be an official or employee of their respective Municipality, such Member Municipality's seat on the Board shall be vacant, until a successor is duly appointed by the Member Municipality.
4. Voting members of the Board shall serve on the Board without salary, but each may be reimbursed for necessary expenses incurred in connection with the Joint 9-1-1 Authority business.

C. MEETINGS

1. Regular meetings of the Board shall be held at 5303 W. 25th Street, Cicero, Illinois on the first Thursday of the month. At least five (5) days prior to each regular meeting, the Chairman of the Board shall cause an agenda for such meetings to be sent to each of the other Board members.
2. Special meetings of the Board may be called by its Chairman or by any four (4) members of the Board as follows:
 - a) The person(s) calling for the special meeting shall provide written notice of such special meeting to each member of the Board, which notice shall be provided not less than forty-eight (48) hours in advance of such special meeting, and which

notice shall also include an agenda which specifies the subject or subjects of such special meeting.

- b) Business conducted at said special meeting shall be limited to those items specified in the agenda.
 - c) Notwithstanding the above, an emergency meeting may be called without forty-eight (48) hours advance written notice, if a majority of the voting members of the Board agree, but written notice of such emergency meeting shall be provided to all Board members as soon as practicable, along with the subject matter of such emergency meeting.
3. Unless otherwise specified in these Bylaws, a quorum for the transaction of all business by the Board shall consist of a majority of the voting members of the Board (*e.g.*, if 10 voting members, a quorum is 6 members).
 4. Except to the extent that these Bylaws or any rules adopted by the Board impose a stricter requirement, all meetings of the Board shall comply with the requirements of the Illinois Open Meetings Act 5 ILCS 120/1 *et seq.*
 5. To the extent not contrary to these Bylaws, Robert's Rules of Order shall govern the conduct of all meetings of the Board.

D. OFFICERS

Officers of the Board shall consist of a Chairman, a Vice Chairman, a Secretary and a Treasurer. The Officers of the Board shall be appointed by the Town of Cicero's President.

1. Chairman

The Chairman shall:

- a) Conduct meetings of the Board.
- b) Sign or co-sign any instruments which the Board has authorized to be executed.
- c) Perform all duties incident to the office of Chairman and such other duties as may be prescribed by the Board from time to time, provided that such other duties are consistent with these Bylaws, the Agreement and applicable laws, including the applicable Rules and Regulations of the Illinois Commerce Commission or the Office of the Illinois State Police Statewide 9-1-1 Administrator.

- d) Provide a bond in the amount of \$1,000,000 for the faithful discharge of his duties with such surety or sureties as the Board shall determine. The bond premium shall be paid by the Joint 9-1-1 Authority.

2. Vice Chairman

- a) In the event of the absence of the Chairman or in the event of the Chairman's inability or refusal to act, the Vice Chairman shall perform the duties of Chairman, until such time as the Chairman or his/her successor undertakes to perform the duties of the Chairman.
- b) Provide a bond in the amount of \$1,000,000 for the faithful discharge of his duties with such surety or sureties as the Board shall determine. The bond premium shall be paid by the Joint 9-1-1 Authority.

3. Secretary

The Secretary shall:

- a) Keep the minutes of the Board.
- b) See that all notices are duly made, given or published, in accordance with the provisions of these Bylaws or as required by law.
- c) Act as custodian of the records and the Freedom of Information Officer of the Joint 9-1-1 Authority.
- d) Perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him/her by the Board.
- e) Provide a bond in the amount of \$1,000,000 for the faithful discharge of his duties with such surety or sureties as the Board shall determine. The bond premium shall be paid by the Joint 9-1-1 Authority.
- f) Shall not be entitled to any compensation for services rendered as Secretary.

4. Treasurer

In accordance with 50 ILCS 750/15.4(c), a Treasurer shall be appointed by the Board.

The Treasurer shall:

- a) Receive and act as custodian and be responsible for all funds generated through a surcharge on telephone in service network connections, as well as any other funds generated in support of the Joint 9-1-1 Authority.
 - b) Dispense funds from the Fund in accordance with Illinois law and these Bylaws.
 - c) Perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him/her by the Board.
 - d) Provide a bond in the amount of \$1,000,000 for the faithful discharge of his duties with such surety or sureties as the Board shall determine. The bond premium shall be paid by the Joint 9-1-1 Authority.
 - e) Shall not be entitled to any compensation for services rendered as Treasurer.
5. Advisors

The Board may appoint non-voting member(s) of the Board to serve as the Board's advisors, as the Board deems necessary. Advisors may consist of management officials and representatives from the Joint 9-1-1 Authority's dispatch center. Advisors may also include, but not be limited to, administrative staff from the Member Municipalities including a Member Municipality's police and/or fire departments. Advisors shall have no vote on the Board or be entitled to any compensation for services rendered as Advisors.

ARTICLE IV 9-1-1 AUTHORITY FUND

1. There shall be created a Joint 9-1-1 Authority Surcharge Fund (hereinafter the "Fund") into which all 9-1-1 surcharge receipts from the Member Municipality (hereinafter the "Surcharge Funds") shall be deposited.
2. The Joint 9-1-1 Authority Treasurer shall be the custodian of the Fund.
3. The Chairman and Vice Chairman shall each be a legal signatory of the Board for the management of the monies belonging to, or in the custody of the Board, of which one (1) signatory shall be required for each check or other instrument of withdrawal of monies from any bank accounts or other depository.
4. Surcharge Funds collected shall be segregated, allocated and recorded separately for each Member Municipality, in the same proportion that would have been received by such Member Municipality prior to its consolidation with the other Member Municipalities. These allocations shall include any surcharge amounts contributed by a Member Municipality at the time of joining the Joint 9-1-1 Authority. (For example, Surcharge Funds generated on behalf of the Village of Stickney shall be segregated and

allocated for use, as directed by the voting member of the Board representing the Village of Stickney.)

5. All interest accruing on the Fund shall remain in the Fund, and shall be allocated amongst each Member Municipality in the same manner as set forth hereinabove for Surchage Funds.
6. No expenditures may be made from such fund, except upon the direction of the Joint 9-1-1 Authority Board, by ordinance or resolution adopted by a majority of all voting members of the Board. However, the Board shall be required to approve any expenditures from the segregated Surchage Funds of a Member Municipality, upon the recommendation of the voting members of the Board for said Member Municipality, provided that such expenditures are in compliance with Paragraph 6 hereinafter.
7. Expenditures may be made only to pay for the costs associated with the following:
 - a) The design of the emergency telephone answering System.
 - b) The coding, updating and maintenance of the master street address guide database.
 - c) The repayment of monies advanced for the implementation of the System.
 - d) The charges for procurement, maintenance, replacement and update of automatic number identification and automatic location identification equipment.
 - e) The nonrecurring charges related to installation of the emergency telephone answering System and the ongoing network charges.
 - f) The purchase of other products and services necessary for the implementation, upgrade and maintenance of the 9-1-1 Authority's 9-1-1 Dispatch Center and any other purpose related to the operation of its 9-1-1 Dispatch Center, including costs attributable directly to the construction, leasing or maintenance of any buildings or facilities or costs or personnel attributable directly to the operation of its 9-1-1 Center.
 - g) Personnel and professional services.
 - h) The implementation of a computer aided dispatch system or hosted supplemental 9-1-1 services.
 - i) Any other expenditure permitted by the Emergency Telephone System Act.
7. The Joint 9-1-1 Authority may create such other bank accounts as are necessary for the operation of the 9-1-1 System. However, Surchage Funds shall be kept in a separate account, as detailed in this Section.

**ARTICLE V
AMENDMENT TO THE BYLAWS**

1. Amendments to these Bylaws may be proposed by any member of the Board.
2. Any proposed amendment shall be submitted to the Board at least thirty 30 days prior to the meeting of the Board at which such proposed amendment is to be considered.
3. A three-fourths (3/4) vote of the voting members of the Board shall be required to adopt any amendment to these Bylaws.
4. No amendment shall be in conflict with the Intergovernmental Agreement executed by the Member Municipalities, the laws of the State of Illinois or the applicable Rules and Regulations of the Illinois Commerce Commission or the Office of the Illinois State Police's Statewide 9-1-1 Administrator.

**ARTICLE VI
EFFECTIVE DATE**

These Bylaws shall be effective immediately upon approval by the Board.