

EXHIBIT ONE

COOK COUNTY EMERGENCY TELEPHONE SYSTEM BOARD 9-1-1 SURCHARGE REALLOCATION PROGRAM GUIDELINES FY 2009

SECTION 1 - INTENT

The Cook County Emergency Telephone System Board (ETSB) recognizes that Municipal Agencies and Fire Protection Districts that are part of the ETSB system may require additions or enhancements to their communication centers in order to provide 9-1-1 related services to their respective communities. For Municipal Agencies and Fire Protection Districts that are part of the ETSB system, the ETSB has approved the funding of 9-1-1 Surcharge Reallocation Program to assist its participants in providing a dependable and efficient emergency telephone system. The purpose of the ETSB 9-1-1 Surcharge Reallocation program is to assist Public Safety agency users who are a part of the ETSB 9-1-1 system in maintaining a high standard of quality in the delivery of 9-1-1 emergency services.

SECTION 2 - ELIGIBILITY

To be eligible to receive surcharge reallocation the agency shall meet all of the following criteria:

- 1) The agency must regularly receive 9-1-1 telephone call transfers from the Cook County Sheriff's Police Communications Center. These 9-1-1 telephone call transfers shall not be infrequent nor the result of emergency conditions.
- 2) The agency must have a communication center that dispatches police and/or fire and emergency medical services responders within the jurisdictional boundaries of the ETSB.
- 3) The agency must have residents that both reside within the jurisdictional boundaries of the ETSB and pay the ETSB 9-1-1 surcharge.
- 4) The agency must have hardwire 9-1-1 access lines within the jurisdictional boundaries of the ETSB.

Those agencies that dispatch for 9-1-1 systems that are not a part of the ETSB system shall not be eligible.

SECTION 3 - AVAILABILITY OF FUNDS

The total amount of 9-1-1 Surcharge Reallocation to be distributed shall be determined by the ETSB and is subject to availability of funding within the ETSB budget. The ETSB may terminate, expand or amend the Surcharge Reallocation Program at its discretion. Any 9-1-1 Surcharge Reallocation funds delivered to and not used by the recipient after one year, from the date of delivery, shall be returned to the ETSB. Funds not yet delivered to the recipient after one year following approval of the reallocation shall lapse.

SECTION 4 – BASIS OF DISTRIBUTION BY AGENCY

The total number of hardwire 9-1-1 access lines within the ETSB service area shall be determined by AT&T and provided to the ETSB. The corresponding Emergency Service Number (ESN) for each agency within the ETSB's jurisdiction shall further break down the total AT&T access line count. The ETSB shall determine the amount of surcharge allocation per hardwire access line. The total amount of surcharge to be reallocated to an agency shall be determined by multiplying the number of hardwire access lines by the per access line amount approved by the ETSB. In areas where the same ESN serves more than one agency the approved surcharge reallocation amount per access line will be divided accordingly. The ETSB has established, as policy, that no agency shall receive less than \$1,000.00, regardless of its access line count.

SECTION 5 - 9-1-1 SURCHARGE REALLOCATION FUNDING QUALIFYING EXPENDITURES

The use of the 9-1-1 Surcharge Reallocation shall be limited to those expenditures specifically identified within the scope of the Emergency Telephone System Act of Illinois; Illinois Compiled Statutes, Chapter 50, Section 750/15.4/C. The following list identifies examples of qualifying equipment and services. The list of examples is not intended to be all-inclusive.

- Salaries for Telecommunications Staff
- Geographic Information Systems (GIS)
- 9-1-1 Telephone Customer Premise Equipment
- 9-1-1 Related Training
- Radio Equipment and Console Furniture
- Mobile Data Terminal
- Computer Hardware/Software used for Call Taking and/or Dispatching
- Office Equipment used for Call Taking and/or Dispatching
- Maintenance of Equipment used for Call Taking and/or Dispatching
- Emergency Backup Power Systems
- Communications Center Infrastructure Upgrade

SECTION 6 – AGENCY EXPENDITURE REPORT

Every agency granted the 9-1-1 Surcharge Reallocation shall file an expenditure report using the approved ETSB form (attached as Exhibit Three – Expenditure Audit Report) on or before December 1, 2009. The report shall itemize the expenditures made from the surcharge funds granted to the agency. In addition, proof of each purchase must be provided in the form of copies of paid invoices, or in the case of personnel services copies of payroll records, and should be attached to the expenditure report. The completed form shall be signed by the authorized fiscal agent for the agency and attested to by the Mayor, President, or other Presiding Officer of the agency.

SECTION 7 - ETSB RIGHT TO AUDIT

The ETSB, or its designee, shall have the authority to audit services, equipment or materials purchased through the 9-1-1 Surcharge Reallocation Program to ensure that said services, equipment or materials are being used in accordance with the Emergency Telephone System Act and the 9-1-1 Surcharge Reallocation Program Guidelines. This audit authority shall remain in effect for the life of the service, equipment or materials purchased through the 9-1-1 Surcharge Reallocation. Should the ETSB determine that the service, equipment or materials are not being used in accordance with the Emergency Telephone System Act and the 9-1-1 Surcharge Reallocation Program Guidelines, then said service, equipment or materials shall be removed and returned to the ETSB, at the expense of the agency, or the agency shall refund the financial assistance received from the ETSB. The ETSB shall have sole discretion in determining which method of recovery shall be followed by the agency. The ETSB shall exercise whatever legal action it deems appropriate to recover any funds improperly used.

SECTION 8 - ETSB INDEMNIFICATION

Indemnification: The MUNICIPAL AGENCY hereby holds harmless the ETSB for any claims, losses, damages and liabilities whatsoever relative to actions by third parties as a result of this Surcharge Reallocation and/or the purchase of goods and services with the Surcharge Reallocation funds. MUNICIPAL AGENCY agrees to hold harmless and defend the ETSB, its staff and Board members, from and against any claims, losses, damages and liabilities, including costs, expenses, and attorney's fees.

SECTION 9 - ETSB FORFEITURE

Any use of surcharge reallocation funds that is not in compliance with the intergovernmental agreement attached hereto, shall cause forfeiture of any unexpended reallocation funds and cause forfeiture of any future rights under this or any subsequent grant or surcharge reallocation program by the ETSB.

SECTION 10 – PROGRAM TERM

The term of the Agreement will take effect as of January 1, 2009 and continue through November 30, 2009.