



Tri-Com Central Dispatch

BOARD OF DIRECTORS

Regular Meeting Minutes from January 12, 2022

Chairman Eul called the meeting to order at 8:00 A.M. virtually via GoToMeeting.

Roll Call:

Members Present:

St. Charles: Chief James Keegan, Chief Scott Swanson, Alderman Ronald Silkaitis
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno
Batavia: Chief Dan Eul, Chief Randy Deicke, Alderman Mike Russotto
South Elgin: Chief Jerry Krawczyk
Contracted Agencies: Chief Pat Rollins

Members Absent:

St. Charles: None
Geneva: None
Batavia: None
South Elgin: None
Contracted Agencies: None

Others Present:

Chief Nick Sikora, Elburn Police
Chief Bill Perkins, Sugar Grove Fire
Rita Kruse, Finance Director, City of Geneva
Joe Schelstreet, Director, Tri-Com
LaToya Marz, Deputy Director, Tri-Com
Kristina Rohrbach, GIS Analyst, Tri-Com

OLD BUSINESS

Consent Agenda:

Motion to approve the Board Meeting Minutes from the September 22, 2021 Regular Board Meeting
Motion to approve the Board Meeting Minutes from the November 10, 2021 Regular Board Meeting
and the October 31, 2021 and November 30, 2021 Financial Reports was made by Chief Deicke and
seconded by Chief Antenore.

The motion passed unanimously by roll call vote.

Update on StarCom:

Director Schelstreet stated that there have been a number of successes lately, the largest one being the successful activation of the 10th Street Tower and the coverage it has provided.

We have received the mobile APX 6500e radios for the squad cars and we will be working on scheduling installation for those.

Will be having another training at Waubensee Community College in the Spring, similar to the one that was hosted in the Fall to review the ITTF template and basic interoperability functions of the radios.

Working more with KaneComm now that they have fully transitioned to Starcom. One of the items we are working on is taking our MCC7500 configuration file and installing it at one another's ECC's. If one of us had to bug out, this would allow us to not only login to our phone system at the alternate location, but also access our radio templates. This is an ongoing project and we will be testing it during one of our annual bug out drills.

Successful installation of a generator tap box connection to the South St Tower, benefitting both us and KaneComm. The connection allows for a mobile generator to be hooked up in the event that the on-site generator fails. Over the summer, we lost the voltage regulator to the on-site generator and due to its age, it was difficult to get parts. If we lost power at our main tower here, this was prior to even 10th St Tower coming online, so that would have been quite a difficulty for us. Now we have two backups at this site.

Update on Staffing:

Director Schelstreet stated this was another bright spot for us. Alex, who had left us a while ago for ACDC and then came back, has been released from all training disciplines. Alison is on soft-release from training and working phones and police and will start fire dispatching later. Stephanie, our newest trainee, was out sick for a while so she's a little behind but she's getting back up to speed and will be in the training program another two to three months as expected. Melissa is in the final stages of fire dispatch training and will be shadowed the last week of January and then released. Laura is scheduled to begin fire training on January 13th.

We did have some difficulty with our last two candidates who did not pass backgrounds. We do have a completely new group that is ready to begin simulation testing.

Even with the recent retirement of Mike Ryan, we are at 19 full-time and 1 part-time Telecommunicators. We have had minor impacts from COVID going through the Center, but because of current staffing levels it was very manageable.

PUBLIC COMMENT

None

NEW BUSINESS

Proposed Address Point Data Sharing Agreement:

Director Schelstreet advised this was an initiative brought to all the ECCs in the state by the Statewide 9-1-1 Administrator. She is proposing a voluntary data sharing agreement with the United States DoT. We would provide our addressing data to the database, with the intent to increase transparency and share data amongst all the governmental groups. Correct addressing is critical for transportation and other governmental agencies, including Next Gen. This would be a public service, and it would be made available as is. This would not be subject to copyright, and would be available for reuse without limitation or restriction. We have no objection to doing this; Kane County is also participating in this, but since we would be sharing our data, we are asking for Board approval.

Chief Eul clarified that Director Schelstreet was asking for a vote on the data sharing. Director Schelstreet confirmed that he would given the nature of the agreement.

Chief Antenore questioned if the data included just the address point or the address point and the resident name. GIS Analyst Rohrbach clarified that it would just be the address point data with no parcel or owner information.

Motion to approve the Data Sharing Agreement by Chief Deicke and seconded by Chief Antenore. Motion passed unanimously by roll call vote.

Approval of Memo of Understanding with Aurora Police:

Director Schelstreet advised there are two MOUs to discuss. The first one is a standard talk group sharing MOU that we have done before with other agencies. The focus here is that Aurora has been very motivated to increase communications with their surrounding agencies, so they are proposing allowing us access to their Aurora PD Statewide talk group, which is listed in the first agreement. Our attorney has reviewed both agreements with no issues. The second agreement outlines that Aurora is willing to lend us an OpenSky capable radio. This will allow us to patch our talk groups into their system and allow our Starcom users to talk to Aurora units. This is particularly impactful for North Aurora and Sugar Grove for incoming units and mutual aid. We would then work with Motorola to have this radio installed and listed as a resource on our network and use as a patch talk group. We are asking for approval for both of these MOUs.

Chief Eul asked if there was any discussion from the Board and advised we had talked about similar situations at length in the past.

Motion to approve the Memo of Understanding with Aurora Police was made by Alderman Silkaitis and seconded by Chief Deicke. Motion passed unanimously by roll call vote.

Approval of the FY2023 Budget:

Director Schelstreet stated that since the initial budget discussion in November, a few items have been updated. First, City of Geneva made some minimal changes to personnel services costs, which is a routine item with no significant consequence. However, as we did discuss at the November meeting, we did not have all of the calls for service numbers, so there were some fluctuations that came from those. At the November meeting, the Board directed a budget to be prepared utilizing a spend down of reserve funds up to \$350,000 with a total budget expenditure of \$4,611,500. The fund balance is extremely healthy and we are currently in a surplus over our required fund balance, with a balance of \$1,134,788. When the final calls for service numbers came in, there was a fluctuation for two of our agencies; both St Charles and Sugar Grove PDs. St Charles PD went from 26.78% of CFS volume to 27.75%. Sugar Grove went from 5.97% to 6.17%. St Charles monetarily went from an 18% increase to

a 22% increase – Sugar Grove went from a 22% increase to a 24% increase. Beyond that, expenditures and the rest of the budget document are not notable. Because of the fluctuation in calls for service, I believe that Chief Swanson would like to provide the Board with information and perhaps an idea.

Chief Swanson referred members to the second tab in the Excel spreadsheet that was provided. Before the final numbers came in, a subcommittee was in the process of reviewing the IGA and began looking at the cost allocation system, but that will not be in place until, possibly, May 1st. He asked Director Schelstreet to determine what it would cost in additional reserve funds if we capped any increases at a maximum of 10 percent. This was in the hopes of having minimal impact to budgets and to get rid of unplanned costs. If you look at the second spreadsheet, it comes out to an additional \$82,370 which, if moved from reserves, would cap increases at no more than 10% for anyone getting an increase. This seems reasonable. This would at least keep minimize dramatic cost increases while we look at a more permanent solution as a committee. Tossing this out for thoughts and consideration to members of the Board.

Chief Sikora stated he is not opposed to this and it has a significant impact when looked at as a single budget line item. He would be in favor of looking at a 3-year running average to help alleviate these big swings. A few years ago Elburn got hit with a big swing due to an uptick in activity and I think it's a good option and something we should consider. Hopefully, by next year, we will have something in place to help stabilize these big swings.

Director Schelstreet agreed that the committee needs some time to figure out a long-term solution but understands where Chief Sikora is coming from.

Alderman Silkaitis stated he thought it would be a good idea to do, but he'd like to look at the projected cost associated with it. Director Schelstreet directed him to the second tab of the Excel worksheet where it shows the additional cost at \$82,370, bringing the total spend down from reserves to \$432,370, with over \$1.1 million over and above the required reserve amount. Chief Swanson stated it would leave over \$700,000 remaining in the fund reserve overage. Chief Antenore requested clarification if the \$1.1 million is before or after the \$350,000 is taken out. Director Schelstreet confirmed the \$1.1 million overage is prior to any spend-down being taken out of it. Chief Keegan stated it would be \$700,000 over and above the 25% required by our Board – what would then be the percentage of reserves remaining? Director Schelstreet advised he will work with Director Kruse to get that number. Chief Keegan continued that as an agency that went up significantly in cost, this is something he appreciates. Chief Keegan inquired if any of the stimulus monies that were awarded to our municipalities ever made it back to Tri-Com. Director Schelstreet advised that was correct, we have not received those monies. This is because of the structure of Tri-Com and being tied in to an IGA – we are not eligible to apply for the federal stimulus money. The way we are attempting to access it is in partnership with the ETSB and Kane County, such as on our fiber project. At the last meeting, Roger Fahnestock, the current ETSB Chair advised he did apply for monies but that was through Kane County and not Tri-Com directly. Chief Keegan advised he would be in favor of this proposal, noting that he is on the sub-committee to determine the funding structure and that relying heavily on calls for service can be difficult as we all do business a little differently, and he is hopeful we can figure out a good solution moving forward. This proposal may be a good bridge for that to happen.

Chief Deicke stated that all agencies except one are at or above a 10% increase, but when he looks at the budget, it's only a 2 or 3 percent increase from last year. How did this work out and how did it make everyone's increases so large?

Director Schelstreet advised the fluctuations were due to final tally for the calls for service and how those numbers are distributed.

Director Kruse requested to circle back to Chief Keegan's question about the total fund balance percentage if the additional spend down was approved; she advised it would be 47.76%.

Chief Eul asked for further comments or questions from the Board. No further questions or comments were voiced.

Chief Eul asked for a motion to approve the FY 2023 Budget as noted in the agenda. No motion was made.

Chief Eul asked for a motion to approve the FY 2023 Budget as amended by Chief Swanson's recommendation to include a \$432,370 spend down from reserves. Motion to approve by Chief Antenore and seconded by Chief Passarelli. Motion passed unanimously by roll call vote. Director Schelstreet asked Director Kruse if the motion needed to be specifically worded to reflect a motion to approve resolution 22-001 for the City of Geneva. Director Kruse confirmed that it needed to be approval of resolution 22-001 with the amended amount. Director Schelstreet requested Chief Eul complete another request for motion and roll call vote.

Chief Eul asked for a motion to approve Tri-Com Resolution 22-001 for the adoption of the FY2023 budget. Motion to approve by Chief Passarelli and seconded by Chief Antenore. Motion passed unanimously by roll call vote.

Proposed Vaccination Policy:

Director Schelstreet advised this was in direct response to the Presidential Executive Order. Certainly we are all awaiting ruling from the Supreme Court, but the City of Geneva has begun work on their policy to comply with the EO and any federal OSHA adopted rules. As we are considered employees of the City of Geneva, we would also need to develop a vaccination policy. In working with City of Geneva HR, they are currently working on a policy that entertains the encouragement of full vaccination, but allows for weekly testing for those who decline vaccination. Testing would be at the employee's expense. Staff supports this approach to the proposed policy and Director Schelstreet would just like feedback and comments from the Board.

Alderman Bruno stated it was at least as strict as the Federal mandate and that he has lost patience with the vaccine refusal. We are a component of the infrastructure to the health and well-being of our community and it is important that we are vaccinated. Alderman Bruno stated it was his understanding that the tests have a reduced sensitivity to the Omicron variant, so regular testing may not even be adequate protection for staff. He would like to be stricter if he could, and would not go with anything less strict than what is being proposed.

Chief Eul asked for additional comments or discussion. Chief Antenore stated that we cannot ignore the administrative strain of keeping track of exception testing and ensuring they are done in a timely manner, but he supports the program as presented.

Alderman Bruno inquired if we have ever been asked to verify or survey the vaccination status of Telecommunicators. Director Schelstreet advised we do have staff participating and voluntarily providing copies of their vaccination status because of following the City of Geneva policies in non-

vaccinated staff wearing masks. In order to comply with HIPAA, it is his understanding he cannot mandate the records to be turned in. Alderman Bruno asked if staff are providing proof or just saying they're vaccinated. Director Schelstreet advised that staff are voluntarily providing copies of their vaccination cards.

Chief Eul stated that this variant's ability to jump vaccines has made this more complicated, and that a vaccine mandate may not get us any closer to the end of the pandemic. Chief Eul stated he would support the policy.

Completion and Approval of Motorola StarCom Change Order #7:

Director Schelstreet stated that this is for the 10th Street Water Tower project, and as he alluded to in his Starcom update, we have been extremely successful and have received a lot of positive feedback from our target area in downtown St Charles. Within the packet, the testing performance results were included. To complete the testing, Director Schelstreet and Deputy Director Marz drove around the engineers within the service area in a grid. Three of the tiles did not meet the standard, but they were not in the target area of downtown St Charles. Director Schelstreet would be looking for and supports permission for the Board Chairman to sign off on Change Order #7.

Chief Eul asked for discussion. Hearing none, he asked for a motion to approve Motorola Change Order #7. Motion to approve by Chief Keegan and seconded by Alderman Bruno. Motion passed unanimously by roll call vote.

Completion and Approval of Motorola StarCom Change Order #8:

Director Schelstreet advised this change order was for the installation of the Genesis software, which allows us to simulcast on both digital Starcom21 and analog VHF frequencies during our initial dispatch for fire resources. We did have a few bumps initially with some of the settings, but the vendor worked with us successfully and those issues have been remediated. We have received a lot of very positive feedback from staff that this has made their dispatching much easier, and we have noticed a significant reduction in commentary like "Tri-Com we have tones and no voice" and vice versa. Director Schelstreet is requesting permission for the Board Chairman to sign off on Change Order #8. Chief Eul asked for discussion.

Motion to approve by Alderman Silkaitis and seconded by Alderman Russotto. Motion passed unanimously by roll call vote.

Completion and Approval of Motorola StarCom Project:

Director Schelstreet stated he has this listed as a no-vote feedback item, as this would be secondary to attorney review. He stated it has been a long time since that document was looked over. Currently, we are ready to entertain signing off on the project, but would like the attorney to review the document and ensure nothing has been missed.

Chief Swanson stated that after three and a half years, we are finally at that point of signing off pending review from legal counsel. Chief Antenore stated he concurs with Chief Swanson. We have a reliable system and we have reached a break-even point. The field radios have been very reliable and we have not had any outages. We have made great progress and he's comfortable calling it done.

Chief Eul stated he is very pleased and it has greatly increased interoperability communications, really unparalleled with the prior UHF platform.

No further comments. Director Schelstreet will get the lease agreement to the attorney for review and return to the Board with any additional feedback.

Other Business:

Director Schelstreet requested a few minutes to discuss 988 implementation within the State. Director Schelstreet stated that the implementation is going extremely slowly. The State did not meet any of the three conditions needed for the Mental Health Bill. There is no developed plan and no funding currently. There is some grant funding available for 988 systems but there is no solution. What the Board should be aware of is that the federal mandate allows for a surcharge. We have a surcharge for our 9-1-1 monies, and everyone is familiar with how we get money through the ETSB. This separate 988 surcharge should be supported, as there is no money in Illinois to sustain an operation like this. Director Schelstreet would just like everyone to be aware that if there is no separate funding, that 988 may begin looking at established funding sources.

Chief Deicke stated that this would be his last meeting and he would be retiring at the end of January. Congratulations Chief and thank you for your service to our Board and our agencies.

Chief Rollins requested to provide a status update on the AT&T fiber outage. Sugar Grove was still down for all landlines and internet connection. Director Schelstreet advised that contractors were in the process of digging up the broken fiber, but there was no update or estimate for resolution. Cell phones are reportedly still working, but the outage is a very small sliver of impacted residents. We do not have connection with the Elburn water tower, so we do not have access to IFERN and KaneComm is acting as primary for box alarms. Chief Sikora advised even people in Elburn were being impacted, including reports of cell phone reception dropping to one bar in many areas.

Adjournment:

With no further business to discuss, Chief Keegan motioned to adjourn the meeting. Alderman Silkaitis seconded the motion, which then passed by unanimous voice vote. The meeting adjourned at 9:01 am.

Next Meeting:

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, March 9, 2022 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

LaToya Marz

Tri-Com Deputy Director