



# *Tri-Com Central Dispatch*

## **BOARD OF DIRECTORS**

### Regular Meeting Minutes from November 9, 2022

Chairman Swanson called the meeting to order at 8:00 A.M. in the Tri-Com Training Room.

#### Roll Call:

##### Members Present:

St. Charles: Chief James Keegan, Chief Scott Swanson, Alderman Ronald Silkaitis  
Geneva: Chief Eric Passarelli, Chief Mike Antenore (0816), Alderman Mike Bruno  
Batavia: Chief Craig Hanson, Alderman Tom Connelly  
South Elgin: Chief Jerry Krawczyk  
Contracted Agencies: Chief Pat Rollins

##### Members Absent:

St. Charles: None  
Geneva: None  
Batavia: Chief Shawn Mazza  
South Elgin: None  
Contracted Agencies: None

##### Others Present:

Brian LeFevre, Sikich  
Chief Joe Cluchey, Elburn Fire  
Deputy Chief Eric Blowers, Batavia Police  
Ben McCready, Assistant City Administrator, City of Geneva  
Rita Kruse, Finance Director, City of Geneva  
Joe Schelstreet, Director, Tri-Com  
LaToya Marz, Deputy Director, Tri-Com  
Tammy Kleveno, CAD Administrator, Tri-Com  
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

OLD BUSINESS

#### Consent Agenda:

Motion to approve the Board Meeting Minutes from the September 14, 2022 Regular Board Meeting and October 11, 2022 Special Board Meeting was made by Alderman Silkaitis and seconded by Chief Hanson.

The motion passed by roll call vote. (10 yea, 0 nay, 1 absent)

Motion to approve the financial reports from August 31, 2022 and September 30, 2022 was made by Chief Keegan and seconded by Chief Krawczyk.

The motion passed by roll call vote. (10 yea, 0 nay, 1 absent)

A motion to approve the total aggregate bills for August 2022 of \$126,403.60 (One Hundred Twenty-Six Thousand Four Hundred Three Dollars and Sixty Cents) was made by Alderman Bruno and seconded by Chief Passarelli.

The motion passed by roll call vote. (10 yea, 0 nay, 1 absent)

A motion to approve the total aggregate bills for September 2022 of \$83,889.73 (Eighty Three Thousand Eight Hundred Eighty-Nine Dollars and Seventy-Three Cents) was made by Alderman Bruno and seconded by Alderman Silkaitis.

The motion passed by roll call vote. (10 yea, 0 nay, 1 absent)

**Update from Director Schelstreet:**

Director Schelstreet reported that there are sixteen fully trained dispatchers, three in training, and currently interviewing.

City water is now connected. Sprinkler work is being done. The well was drained and filled with gravel. The county needs to witness the capping of the well.

Painting of front hall and administrative areas is being scheduled. The console and under floor areas were cleaned.

Engineers are working on parking lot reconstruction in the spring. Quotes will come to Board for approval.

Conversion kits for mobile radios arrived. Scheduling for Geneva. Dropped off to St. Charles.

Motorola was informed that Kenwood radios are being looked at due to lack of service from Motorola.

No updates on new costs for StarCom until July pending negotiations with Illinois State Police. Original contract was for ten years. They are working on a new contract. The statewide agreement ends on 06/30/23.

CAD presentation on ESI net. Next Gen 911 was implemented. Between fourteen and nineteen centers are live. AT&T rerouted 19 centers from 12-6AM on Election Day and transferred to admin lines. No options except to call resolution line. No one had back-up centers. Two centers were completed last month. Supposed to have ninety-eight centers done in 2023.

Fire South is at end of life and experiencing intermittent issues.

Submitting reimbursement requests totaling \$140,000 to ETSB for phone system upgrade, SIP conversion, and cleaning consoles.

No new information on 988.

**Update from Structural Document Committee:**

Chief Antenore reported that they met on 10/24/22 and reviewed drafts of the financial policy and bylaws. Both of these are dependent on the IGA and the IGA is dependent on the funding formula. Discussed options for 3-5 year smoothing, caps on increases, 911 vs. non-911 calls, etc. Meeting again on 11/16/22. Should have more information for next Board Meeting.

**Update on CAD Enhancement Project:**

Tammy Kleveno reported that she completed a needs assessment with Central Square. KaneComm is currently doing a hub with Tyler Customers (QuadCom, Elgin). Met with RED Center staff to discuss transition and station alerting. Requested quotes for upgrades.

Chief Antenore thanked Ms. Kleveno for her work and help.

PUBLIC COMMENT

None

NEW BUSINESS

**Presentation of APCO P33 Certification:**

Andrew Kunstler reported that Tri-Com was one of 32 PSAPS to get the P33 Certification. 150 documentation items were submitted. Director Schelstreet thanked Mr. Kunstler for his work on this.

**Acknowledgment of Appointment of Alderman Tom Connelly, City of Batavia, to the Board of Directors:**

Chief Swanson stated that Alderman Tom Connelly would be the new representative from the City of Batavia. He welcomed Alderman Connelly to the Board.

**Audit Presentation:**

Rita Kruse introduced Brian LeFevre from Sikich to present the audit.

Brian LeFevre from Sikich reviewed the Annual Financial Report and the Auditor's Communication to the Board for the year ending 04/30/22. He highlighted areas of interest in the previously distributed documents.

**Approval of Chicago Communications Quote for IP Flex Interface Equipment:**

Director Schelstreet reported that the quote is to extend the fiber to the Logan site. Chicago Communication was used previously for the 10<sup>th</sup> Street Tower fiber. The two copper lines currently at Logan are costing about \$6,000 a month.

Motion to approve the quote for the IP Flex Interface Equipment in the amount of \$15,132 was made by Chief Hanson and seconded by Chief Krawczyk.

The motion passed by roll call vote. (10 yea, 0 nay, 1 absent)

**Temporary Change to Authorized Staffing Level:**

Director Schelstreet stated that he is asking for a temporary staffing level increase. Two Telecommunicators were hired with postponed start dates due to temporary medical issues. It is unsure if they will return. He would like to have the option to hire one more to avoid falling behind in staffing if they do not return.

Chief Cluchey and Chief Krawczyk both expressed their support for this.

Motion to temporarily authorize a staffing level increase was made by Chief Antenore and seconded by Chief Krawczyk.

The motion passed by roll call vote. (10 yea, 0 nay, 1 absent)

**Closed Session:**

Motion to enter into Executive Session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body; and collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees was made by Chief Passarelli and seconded by Chief Keegan. Motion passed and the Board entered into Executive Session at 8:58 AM. Chief Krawczyk left the meeting at 9:10AM.

Alderman Silkaitis made a motion to return to Open Session. The motion was seconded by Alderman Bruno. Motion passed. Board returned to Open Session at 9:22.

RETURN TO NEW BUSINESS

**Approval of Updates to the Collective Bargaining Agreement with MAP #531:**

Chief Hanson motioned to approve the updates to the Collective Bargaining Agreement with MAP #531. Chief Passarelli seconded the motion.

The motion passed by roll call vote. (9 yea, 0 nay, 2 absent)

**Special Board Meeting on December 14 – First Look at Budget:**

There will be a special meeting for a first look at the FY2024 Budget.

**Adjournment:**

With no further business to discuss, Alderman Bruno motioned to adjourn the meeting. Chief Passarelli seconded the motion, which then passed by unanimous voice vote. The meeting adjourned at 9:30 A.M.

**Next Meeting:**

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, January 11, 2023 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

*Shevon Sherod-Ramirez*

Tri-Com Administrative Assistant