

*Tri-Com Central Dispatch*  
**BOARD OF DIRECTORS**

Special Meeting Minutes from August 14, 2019

Chairman Keegan called the special meeting to order at 8:00 A.M. at the Tri-Com Central Dispatch training room.

**Roll Call:**

Members Present:

St. Charles: Chief Jim Keegan, Chief Joe Schelstreet, Alderman William Turner  
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno  
Batavia: Chief Dan Eul, Chief Randy Deicke, Alderman Mike Russotto

Members Absent:

St. Charles: None  
Geneva: None  
Batavia: None  
South Elgin: Chief Jerry Krawczyk  
Contracted Agencies: Chief Pat Rollins

Others Present:

Nicole Lamela, Director, Tri-Com  
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

All other attendees listed on sign in sheet.

OPEN SESSION

**Update on StarCom:**

Director Lamela stated that Tri-Com is ready for cutover, not subscribers, just dispatch center. This will allow for dispatching on the main system and not the console. A couple of consoles will be cut over on 08/26/19. There will be minimal disruption and should take about 8 hours. Channels will begin to move over on 08/27/19.

She found out that the fire departments would like patching instead of simulcasting. This will take a console out because if patching is used, you are unable to tone out from that console. Debra Brown, from Motorola, is going to get a quote for a stripped down version of a console to use for this. Chief Antenore asked where this came from. Director Lamela stated that Elburn and Sugar Grove need the

patch from VHF and StarCom so their mutual aid companies can hear. If simulcast, can only hear Tri-Com not incoming units. The downstairs console could be used, but if there is an emergency and that console needs to be used, it will not be possible. There are some additional funds from ETSB that may be used and not affect the budget.

There is not a true back-up for Tri-Com. Tri-Com goes out over the old fire aid channel. When St. Charles tones on back-up system, they transmit over the 10<sup>th</sup> street tower. Andy Baumann stated that either a microwave or a phone line would be needed to use the 10<sup>th</sup> street tower. Chief Schelstreet asked if there was St. Charles fiber at Tri-Com. Connecting by fiber may be a possibility.

Chief Antenore stated that everyone, not just Sugar Grove and Elburn, need to be able to communicate with mutual aid units without StarCom. Director Lamela stated that on a simulcast, they would still hear Tri-Com, but would not hear the other units. Chief Antenore stated that they would all need the same capabilities, not just Sugar Grove and Elburn.

In answer to a question by Chief Deicke, Ms. Brown stated that this would be an operator position that is for permanent patches only. Chief Antenore suggested speaking to Aurora/Naperville. They use lots of patches. Director Lamela stated that they aren't on StarCom. Chief Antenore stated that they use P25 system. Ms. Brown stated that there are other ways to do it. Director Lamela stated that it is just a computer, not an actual console.

Chief Deicke asked if the St. Charles back-up is necessary. Chief Schelstreet stated that it really is now. No one can receive tones over fire aid. They can tone but no one would hear it. Chief Deicke stated that our goal is for KaneComm to be the back-up. Director Lamela stated that the back-up is for transmission, not for a back-up center.

Chief Schelstreet stated that until we are switched over to StarCom, we need a back-up. We need to move quickly and find out if the fiber routing will work and have the ability to tone out everyone. Chief Keegan asked if station alerting would assist. Chief Antenore stated that they programmed the pagers as a back-up.

Ms. Brown gave an overview of the StarCom project. She stated that switching the consolettes will be switched to the core the week of 08/26/19. There will be 2 RF sites added in Geneva and Sugar Grove. There will be coverage testing. The subscriber template is out for review. Police and fire are supposed to respond with questions and comments by September 4<sup>th</sup>.

At the RF site in Geneva, the antenna line completed and the installation of equipment began last week. We are looking at upgrading the generator. Once the installation is complete, programming and configuration has to be done. The T1 backhaul to Downers Grove through KaneComm system and the FCC licensing is being worked on.

Chief Antenore asked when the Tri-Com site (Geneva) would be done. Ms. Brown stated end of September. For the T1, we need tollway approval to get it back to the core and the frequency may also need tollway approval. Chief Keegan asked if the radios being tested are not keying up to the infrastructure, just to the infrastructure in place in West Chicago, Elgin, etc. Alderman Bruno asked when the warranty starts on all equipment. Ms. Brown stated that she would have to check, but she believes it is beneficial use. Chief Keegan stated that this was his understanding also.

Ms. Brown stated that Sugar Grove has a longer lead time. The shelter should be ready in September and the generator in the middle of October. They are being shipped together. Director Lamela stated that t The contractor went out with ComEd. There is an existing ComEd electrical pole that has been red-tagged and needs to be fixed or replaced. That will be 6-8 weeks. The T1 needs to be in place and the foundation needs to be poured and will be ready when the shelter and generator arrives. The antenna, UPS, line, etc. would need to be done.

Chief Antenore asked what the expected date of completion would be for the Sugar Grove site. Ms. Brown stated middle November to late November, maybe December. The shelter ships in the middle of October. Installing the base stations plus programming and configuring them depending on scheduling. We are looking at November.

In answer to a question by Chief Passarelli on tower climbs due to weather, Ms. Brown stated that she is hoping that climbs can occur in October. Director Lamela stated that the antenna can go in, but without the shelter, there is nowhere to attach the lines. They will need to wait until the shelter is in to connect the lines.

Chief Lambert asked if any of this will help with battery back-up failures. Director Lamela stated that this will have nothing to do with it. This will be helped with the microwave project. It is something we have to look at.

Ms. Brown stated that the operator positions will switch over on the 27<sup>th</sup> of August and the Eventide will cutover after that and do training. In answer to a question by Chief Deicke, Ms. Brown stated that the patch will be in place when everyone switches over. It will just be a matter of changing radios.

Director Lamela stated that you should still be able to order extra equipment. They may still honor the pricing. To order items, contact Ravi.

Chief Antenore stated that the paperwork shows a cutover of 12/27/19. Ms. Brown stated that she is hoping it will be November. Chief Antenore stated that all dependencies point to December 27. Ms. Brown stated that she thinks it will be done in November. Chief Antenore stated, if that is the case, she needs to provide a new chart showing dependencies brought back with the risk factors.

Chief Antenore also stated that it shows mobiles arriving in October for installation. Installation will take a significant amount of time. Director Lamela stated that they are trying to find a vendor for programming. Chief Schelstreet stated the problem is everyone is using the same vendor. There is a timing issues.

Chief Cluchey stated that the chart isn't realistic. We have training set for three days in September and the equipment is set to arrive in October. That isn't enough time to train police and fire.

Ms. Brown stated the mobile installation does not have to all be done at the same time. As they are done programming, they can be distributed and send to installers. Chief Keegan stated that the installers can start getting infrastructure in and be ready.

Chief Passarelli asked if anyone had any push back from Ultra Strobe. When this started, Ravi stated that the equipment would fit in the existing consoles. The installer says that they do not fit and we need to purchase different heads or new consoles. It's a big problem. Director Lamela stated that she didn't know. They will talk to Ravi. Director Lamela stated that they are not a Motorola approved

vendor. Chief Keegan stated they are using Communications Direct. The radios fit in the width, but they do stick out because they are deeper.

Chief Deicke asked that they get installation completed before December because their fiscal year ends in December. Chief Antenore asked that they get a timeline that reflects the steps leading up to completion. It started as August and now it is looking like January. He would like to see a better timeline.

Chief Cluchey asked if they could get a list of requirements for station alerting so they can be sure their existing equipment is or isn't compatible. Chief Schelstreet stated that they had Comm Direct come out and check. Chief Antenore asked if the digital tones will set off the analog systems. Director Lamela stated that they are toning both VHF and StarCom, so it won't be a problem. Chief Antenore stated it will be when he changes radios. Chief Schelstreet stated that it will work as long as the patch is up. Director Lamela stated that DuComm has kept their patch for eight years and we can keep it for as long as we want. Chief Antenore is losing the Dodson tower, so he needs a back-up.

Chief Keegan asked for a chart pushing out the timeline. He also asked that Ms. Brown get a final determination on the warranty start date.

#### **Update on ETSB Funding:**

Chief Schelstreet stated that there is a proposed deal regarding the funding due to Aurora. There is a formula that is very close. There may be a resolution to this. We may have enough through ETSB to cover the whole amount and not affect Tri-Com's revenue. The ETSB accountant could come in and explain how the formula was arrived at.

#### **Update on Water Seepage in Basement:**

Director Lamela stated that we are waiting to hear from St. Charles Environmental Services to look at the leak out back. The company has staked out the property. There is no date set for them to come out yet. There is no water in the building right now. There should be an update in September.

#### **Authorize Approval of Resolution 2019-006: Contract with GOVTEMPSUSA for Interim Deputy Director:**

Ben McCready, City of Geneva Assistant Village Administrator, stated that GOVTEMPS is searching for an Interim Deputy Director. Recruitment services are free of charge. The interim employee is leased from them through a contract. They will make recommendations and the candidates will interview with the Chairman and Vice-Chairman. Mr. McCready spoke to GOVTEMPSUSA recently and they have 8 applicants so far. GOVTEMPSUSA recommended pay of \$60+/per hour. The fee is 40%.

A motion to authorize the approval of Resolution 2019-006 was made by Alderman Bruno and seconded by Alderman Turner. The motion passed unanimously by roll call vote.

#### **Authorize Approval of Resolution 2019-007: Authorizing to waive any formal solicitation for bids in lieu thereof, under purchasing ordinance, purchase (4) four APX Consolettes 7/800 with**

**Combiner and rack equipment and (3) three APX8000 portables with spare batteries and chargers at the cost of \$53,119.26 from Motorola with funds from Kane County ETSB:**

Director Lamela stated in April of 2018, the ETSB gave Tri-Com \$178,000 for radio equipment. These consolettes will be housed at KaneComm and the portables will be housed at Tri-Com. This will allow Tri-Com to operate if the dispatch center needs to be evacuated. KaneComm has antennas and connections. They will need to do installation.

Chief Antenore answered a question by Alderman Turner by stating that KaneComm is our current back-up, but they do not have StarCom. This would allow communication from KaneComm to our agencies.

A motion to authorize the approval of Resolution 2019-007 was made by Alderman Turner and seconded by Chief Schelstreet. The motion passed unanimously by roll call vote.

Chief Deicke asked that someone explain to him the difference between the back-up at St. Charles and the back-up at KaneComm. Chief Schelstreet stated that he and Director Lamela would explain it to him after the meeting.

Chief Eul asked if a consolidation moves forward and KaneComm moves to StarCom, would there be a use for this equipment. Director Lamela stated that it could be used as a redundant system. Chief Keegan stated that it is essentially what we are currently doing for South Elgin.

The motion passed unanimously by roll call vote.

**Authorize Approval of Resolution 2019-008: Authorizing the purchase of (2) two HP ProLiant DL 380 servers, (1) one HP MSA 1050 SAN Storage, (4) four VMWare vSphere and (1) one vCenter, (2) two Windows Server Datacenters, and (3) three Veeam Backup Essentials:**

Director Lamela stated that in this budget she asked for funds for servers. The original estimate was not enough. Mark Marzetta, IT Manager, asked that they upgrade to have capacity for growth. This would be for GIS, New Gen 9-1-1, and other services.

A motion to authorize the approval of Resolution 2019-008 was made by Chief Passarelli and seconded by Alderman Turner. The motion passed unanimously by roll call vote.

**Authorize Approval of Resolution 2019-009: Authorizing Declaration of Surplus Property:**

Director Lamela stated that they would like to dispose of items in the basement including an old tv and other equipment. She will be using the company Geneva uses to dispose of the other items.

A motion to authorize the approval of Resolution 2019-009 was made by Alderman Turner and seconded by Chief Keegan. The motion passed unanimously.

**Addendum to 2017 AFG MOU:**

Chief Schelstreet stated that Geneva had its audit. There is also a single source audit for St. Charles because they are the lead on the grant. When things reach the end of life, FEMA must be notified. This will fall under St. Charles. It should have been in the original MOU, but it can be added as an

addendum to the MOU.

Chief Lambert asked what the life expectancy is. Chief Schelstreet stated that we should've asked Ms. Brown that question. Chief Antenore stated that we need to prepare for replacement and put away money for the next 10 years.

**Closed Session:**

A motion was made by Chief Schelstreet and seconded by Chief Passarelli to enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body 5 ILCS 120/2(c)(1).

Motion passed unanimously. The Board entered into closed session at 8:50 A.M.

A motion was made by ----- and seconded by ----- to return to open session. Motion passed unanimously. Board returned to open session at 10:30 A.M.

**Other Business:**

Chief Keegan asked if the next meeting on Wednesday, September 11, 2019 could be moved to 9:00 A.M. due to engagements that morning. All agreed. The meeting will be moved to 9:00 A.M.

**Adjournment:**

With no further business to discuss, Alderman Turner motioned to adjourn the meeting. Alderman Bruno seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 10:32 A.M.

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, September 11, 2019 at 9:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

*Shevon Sherod-Ramirez*

Tri-Com Administrative Assistant  
(completed by review of recording)