

Tri-Com Central Dispatch

FIRE OPERATIONS COMMITTEE

Meeting Minutes from August 22, 2024

Members Present: Deputy Chief John Lucas, Batavia FD; Battalion Chief Trevor Hall, Elburn FD; Deputy Chief Matt Lohse, Geneva FD; Battalion Chief Aaron Christensen, North Aurora FD; Deputy Chief James Weaver, Sugar Grove FD; Deputy Chief Tony Cavallo, St. Charles FD; Director Joe Schelstreet, Tri-Com; Deputy Director LaToya Marz. Tri-Com

Members Absent: None

Also Present: Andrew Kunstler, Training Manager, Tri-Com
Tammy Kleveno, CAD Administrator, Tri-Com
Kristina Rohrbach, GIS Administrator, Tri-Com
Shevon Sherod-Ramirez, Administrative Coordinator, Tri-Com

The meeting was called to order at 10:02 A.M. in the Tri-Com Training Room.

Director's Report:

Director Schelstreet reported the following:

- The water heater was replaced.
- The new air conditioning unit was installed in the radio room.
- The microwave link between Tri-Com and the South Street tower is complete. Will need to meet to discuss the rest of the microwave links with departments, city water, vendors, etc.
- Abbey Construction had the winning bid for the security/parking lot project. Once the contract is signed, construction should take approximately three weeks.
- The financial wrap up and audit were presented at the last Board Meeting.
- There will be two increases for radio air time. One for this fiscal year and one for next.
- Circuit installations are almost complete. BC Christensen said ChiComm was out at NAFD Station 2 yesterday.
- The chiefs are discussing tones in the stations.
- Some ETSB reimbursement requests are being resubmitted next meeting. Supplemental check received.
- VFIS conducted a 4-hour long insurance audit. Grounding needs to be tested and the South Street tower structural analysis needs to be refreshed.
- Beginning tower replacement process at Tri-Com.
- Ran into an issue with the Board-Up Policy. A company on the rotation list did not answer the phone. It is not stated in the policy. Will add for next year.
- Some police will be moving away from Motorola radios. Getting quote for Kenwood radio management program. Will be requesting a part-time radio person.

Deputy Director's Report:

Deputy Director Marz reported the following:

- Working on issue with tones, no voice.
- Looks like the fix is working for volume issues. If the dispatcher is low, please let staff know immediately.
- Currently, the back wall in the dispatch center is being patched/painted. TVs will be installed after that.
- Storm mode will be used for police, similar to fire for stacked calls.
- If you could provide Tri-Com with patches for staff, that would be appreciated.

GIS Administrator Report:

Kristina Rohrbach reported the following:

- GIS portion of CAD rebuild is completed. It went well and the vendor was great.
- Data is not live now.
- Polygons are done for agencies.
- Updated maps will be sent once CAD goes live.
- If you need maps, let her know.

Training Manager Report:

Andrew Kunstler reported the following:

- Down one dispatcher. One in training. One in fire training.
- If you have CPR classes scheduled, please let him know.
- Please send new staff or newly promoted staff in for a sit along.
- EMD cards will be integrated into CAD. Will let everyone know of any changes.

CAD Administrator Report:

Tammy Kleveno reported the following:

- Received funding for CAD to CAD hub. The CAD will be able to talk to other CAD systems, check for availability, and request recommended units. Right now NWCDS, KaneComm, Cook County, and Glenview are signed up.
- Fire station alerting is working properly. All capabilities need to be updated.

St. Charles Items:

DC Cavallo reported the following:

- Had a call that was re-toned. Kleveno will check on this.

Geneva Items:

Deputy Chief Lohse reported the following:

- Station alerting is going in on September 2.

- Asked if they could look at 40-minute timer. Majority of the time, medics are available when called. All will talk to chiefs and bring back to discuss at September meeting.
- Updating box cards.
- Thank you to LaToya and Andy for help.

Batavia Items:

Deputy Chief Lucas reported the following:

- Accidentally used events channel for fire training. Staff was notified and will use a training channel and let Tri-Com know.

Elburn Items:

None

Sugar Grove Items:

None

North Aurora Items:

BC Christensen reported the following:

- Updating box cards.

Action Items:

ALL:	Patches for Tri-Com staff.
ALL:	40-minute timer follow-up.
Ramirez:	Update Board-up Policy with information on phone calls.

Adjournment:

The meeting was adjourned at approximately 10:50 A.M.

Upcoming Meetings:

Fire Ops:	Thursday, September 26, 2024 at 10:00AM
Joint Ops:	Tuesday, October 8, 2024 at 10:00AM

Respectfully submitted,

Shevon Sherod-Ramirez

Administrative Coordinator