



Tri-Com Central Dispatch

BOARD OF DIRECTORS

Regular Meeting Minutes from March 13, 2019

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

Roll Call:

Members Present:

St. Charles: Chief James Keegan, Chief Joe Schelstreet (8:04), Alderman William Turner
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno
Batavia: Chief Dan Eul, Chief Randy Deicke, Alderman Susan Stark
South Elgin: Chief Jerry Krawczyk
Contracted Agencies: Chief Pat Rollins

Members Absent:

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

Others Present:

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

Others present listed on attached sign in sheet.

OLD BUSINESS

Consent Agenda:

Motion to approve the Board Meeting Minutes from the January 9, 2019 Regular Board Meeting, the January 23, 2019 Special Board Meeting, the revised January 10, 2018 Regular Board Meeting and the December 31, 2018 and January 31, 2019 Financial Reports was made by Alderman Turner and seconded by Alderman Stark. Motion passed unanimously by roll call vote.

Update on Radio Committee:

Director Lamela reported that the fleet mapping is complete and was given to Motorola. Computer equipment for Tri-Com has been determined and ordered. Currently waiting for the Village of Sugar Grove. Chief Rollins stated that the Village's engineers have the information. They should be meeting today. There was a question regarding the use of galvanized bolts on structural steel and the impact on future corrosion, rust, and special paints needed. Director Lamela stated that Motorola provided the solution to the issue with the bolts on the water tower.

Chief Antenore asked what the change order would cost? Director Lamela said she hasn't asked because she is waiting to hear back from Sugar Grove to see if this is even an option. Chief Deicke asked if that is not an option, what happens. Director Lamela stated that we would have to go back to the drawing board.

Update on Staffing:

Tiffany Myers reported on staffing. She stated that 14 applicants went through testing, 4 were interviewed, and 2 will move into the pool of candidates. A former employee has returned as a part-time employee. There are currently 14 dispatchers and 4 in training. Several candidates are in backgrounds. This would bring us to 18 dispatchers. We would start 2 more in August.

In answer to a question by Chief Antenore, Ms. Ramirez explained the testing process. Director Lamela stated that we are testing more frequently because we are not doing the large testing session. Chief Deicke asked if we were waiting to hire 2 in August because of training constraints. Ms. Myers affirmed.

Deputy Director Stoffa passed out information since last March on number of employees, approved time off, overtime hours worked, and radio hours worked by the Director and Deputy Director. Full staffing is 20 dispatchers. Chief Keegan asked if the approved time off included compensatory time. Deputy Director Stoffa stated that it did. Chief Keegan if a dispatcher works overtime, do they have the option to take it as compensatory time and is it mandatory that we give them that time if requested. Deputy Director Stoffa stated that they can take compensatory time as requested. The maximum they can have banked at any time is 160 hours. Chief Keegan stated that we may be creating a vicious cycle and asked how many put in for compensatory time in lieu of overtime? Deputy Director Stoffa stated approximately 40-50%.

Update on Consolidation Sub-Committee:

Chief Schelstreet stated that interviews are being scheduled with stakeholders. The report is expected in May.

Representatives met with Aurora to discuss the surcharge funds. The number is down to about \$511,000. We are trying to get more information from the state for an actual cell phone count. Director Lamela stated that the reductions have started and the monthly amount has gone down by about \$50,000.

Chief Schelstreet stated that they have 2 zip codes complete, but there are 4 more. The cell phone counts are needed to get an accurate number. Trying to get the permission for getting the cell phone

counts. Chief Antenore asked how we are paying this back. Chief Schelstreet stated that they haven't looked at that until they get the accurate numbers.

Update on Hiring/Training Sub-Committee:

Chief Antenore stated that there is no update.

Update by Intergovernmental Agreement Sub-Committee:

Director Lamela stated that Chuck Radovich has been out of the office. The information has been sent to Attorney Scott Fintzen. He has the information and we are waiting for his opinion.

PUBLIC COMMENT

None

NEW BUSINESS

Approval of Resolution 2019-02: Directing Tri-Com to Distribute Funds from the Capital Reserves:

Director Lamela stated this has been in discussion since February 2017. The police StarCom radios were paid for out of the reserve funds. The amounts for the fire departments were originally thought to be 10%. It was the percentage given for the 3 years of calls for service, 2015-2017. These are the percentages that we initially gave to the fire agencies and Tri-City Ambulance. This will come from reserve funds. This will not affect the AFG grant.

Chief Schelstreet we will still have the minimum amount of reserves needed. Chief Schelstreet made a motion to approve Resolution 2019-02. Alderman Turner seconded the motion.

Chief Rollins asked if this will be a cash out from reserves to the agencies, on the police side this was just a purchase of the radios and not a cash out, correct? Director Lamela stated that it was correct.

Motion passed unanimously by roll call vote.

Contract Agency Representative to the Board:

Director Lamela stated that this was just a reminder that the contract agencies need to nominate their representative for the board.

Authorize a Memo of Understanding (MOU) with the Illinois State Police for the Ability to Program Five Radio Talk Groups:

Director Lamela stated that the Metra Police and a couple other agencies have heard that we are going to StarCom. Chief Rollins stated that the Illinois State Police does not give permission to dispatch centers. They do not allow dispatch centers to be on their radios. For officers to talk to ISP districts,

they need to have MOUs with ISP. There are 5 talk groups in the area for ISP. The MOU can come from the dispatch center, but the dispatch center cannot have radio access.

Director Lamela stated that ISP channels are not encrypted. Chief Rollins stated the MOU can come from the Tri-Com Board of Directors.

Chief Schelstreet made a motion to approve a Memo of Understanding with the Illinois State Police for the ability to program five radio talk groups. Chief Antenore seconded the motion.

Chief Rollins stated that ISP will want an MOU in return to be on our non-encrypted channels. Director Lamela stated that we will start to get other requests for MOUs. She asked if we could get approval for MOUs from the StarCom Sub-Committee would be easier than coming to the Board for each request. Chief Keegan stated that it would be prudent to have the radio committee review and approve requests. Director Lamela stated that they will discuss issues with communication with Aurora. Chief Keegan stated that he spoke to Sheriff Hain regarding this as well.

Motion passed unanimously.

Closed Session:

A motion was made by Alderman Stark and seconded by Chief Schelstreet 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 8:30 A.M.

A motion was made by Chief Schelstreet and seconded by Chief Passarelli to return to open session. Motion passed unanimously. Board returned to open session at 9:30 A.M.

Adjournment:

With no further business to discuss, Chief Antenore motioned to adjourn the meeting. Alderman Bruno seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 9:32 A.M.

Next Meeting:

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, May 8, 2019 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

Shevon Sherod-Ramirez
Tri-Com Administrative Assistant