



**TRI-COM BOARD OF DIRECTORS REGULAR MEETING**  
**Regular Meeting Agenda**  
**Wednesday, May 8, 2019**

Location: Tri-Com Central Dispatch, 3823 Karl Madsen Drive, St. Charles, IL 60175  
Time: 8:00 AM

Call Meeting to Order: Roll Call

Old Business:

- 1) Consent Agenda.
  - A) Approve the minutes from the March 13, 2019 Regular Board Meeting and the April 18, 2019 Special Board Meeting.
  - B) Approve the February 28, 2019 and March 31, 2019 Financial Reports
- 2) Update by Radio Sub-Committee
- 3) Update on Staffing
- 4) Update by Consolidation Sub-Committee
- 5) Update by Hiring and Training Sub-Committee
- 6) Update by Intergovernmental Agreement Sub-Committee

Public Comment:

New Business:

- 1) New Tri-Com Board Members for FY18-19
- 2) Presentation of Tri-Com Annual Report
- 3) Discussion on Phone Line Costs

CLOSED SESSION:

- 1) For the purpose of discussing:
  - A) Employment/Appointment Matters
  - B) Legal Matters
  - C) Business Matters
  - D) Security/Criminal Matters
  - E) Miscellaneous Exceptions to the Open Meetings Act

Adjournment:

Next Regular Meeting: Wednesday, July 10, 2019 at 8:00 A.M.



## *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

# TRI-COM BOARD OF DIRECTORS

## SIGN IN SHEET

MEETING DATE: 03-13-19

If you are not on the roll call, please sign in below.

NAME	AGENCY
NECK SEKORA	ELBURN P.D.
RITA KRUSE	CITY OF GENEVA
Tate Haley	Elburn F.D.
Lisa Classen	Tri-Com
Maggie Walsh	St. Charles FD
BILL PERKINS	SUGAR GROVE FD
Ben McCready	City of Geneva
RANDY DEICKE	BATAVIA
<del>WEN</del> Tiffany Myers	TC
Ryan Lambert	N.A.F.D.

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

**Special Meeting Minutes from April 18, 2019**

Chairman Deicke called the special meeting to order at 9:30 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: Alderman Mike Bruno  
Batavia: Chief Dan Eul, Chief Randy Deicke  
South Elgin: Chief Jerry Krawczyk

**Members Absent:**

St. Charles: None  
Geneva: Chief Eric Passarelli, Chief Mike Antenore  
Batavia: Alderman Susan Stark  
South Elgin: None  
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

**Authorize Approval of Resolution 2019-03: StarCom21 Infrastructure Change Order for Modifications to the Sugar Grove Water Tower with a Cost of \$25,571.00:**

Director Lamela stated that this is for the additional 4 anchor bolts to secure the Sugar Grove water tower, so that the StarCom equipment does not cause it to be unbalanced when there is no water in it. We originally put aside \$70,000 per water tower for contingency. Chief Schelstreet asked if they stated why this wasn't considered when they originally looked at the site. Director Lamela stated that the initial look only considered T-Mobile's equipment. Because the old equipment has to stay up, the added equipment will be what puts it over the limit.

Alderman Turner asked when old equipment would be removed. Director Lamela stated not for a while because the fire equipment has to stay up.

Chief Schelstreet moved to authorize the approval of Resolution 2019-03: StarCom21 infrastructure change order for modifications to the Sugar Grove Water Tower at a cost of \$25,571.00. Alderman Turner seconded the motion.

Chief Keegan asked that we make sure they are galvanized. Director Lamela stated that they are and they have special paint as well.

Motion passed unanimously by roll call vote with Alderman Bruno proxy voting for Chief Passarelli and Chief Antenore.

Alderman Turner wanted to assure that this would give Sugar Grove and North Aurora full coverage. Director Lamela stated that it would.

**Authorize Approval of Resolution 2019-04: To Enter into an Agreement with Motorola Solutions, Inc. for StarCom21 Digital Trunked Radio Network System Key Access Application and Non-Disclosure Agreement:**

Director Lamela stated that this states that Motorola is giving us permission to program the radios. Chief Deicke asked if there was a charge and how long it lasts. Director Lamela stated that there was no charge, but there is a charge for the class and it lasts as long as we are on the system.

In answer to a question by Chief Keegan, Director Lamela stated that Mark Marzetta (Tri-Com), Jeremy (Sugar Grove), Brendan Moran (SGFD) are taking the course. St. Charles and Geneva Fire are interested in sending someone.

Chief Schelstreet moved to approve the authorization of Resolution 2019-04: To enter into an agreement with Motorola Solutions, Inc. for StarCom21 Digital Trunked Radio Network System Key Access Application and Non-Disclosure Agreement. Alderman Turner seconded the motion.

Director Lamela stated that Tri-Com will have a parent key and there will be 5 child keys. Chief Deicke asked if the people going to the class can teach it to others. Director Lamela stated that they have to be certified by Motorola. She will send out the information on the class registration to everyone.

Motion passed unanimously.

**Other Items:**

Director Lamela stated that the fire alarm went off 2 nights ago. The fire pump needed relay switches and a panel switched out. There was standing water near the generator room and sump pump room. It was not water from the fire suppression system. It was ground water. Scott Trotter from Trotter & Associates came out. At that time, the water was out of the generator room and into the hallway. He stated that the water isn't going to the drains and into the sump pumps.

Water is coming close to the building and into the cracks. Mr. Trotter's concern was if there was a big storm. He stated that wells in the corners of the building will help to take the water away from the



building. Preliminary estimate would be about \$250,000. Chief Deicke stated that he is almost positive that there are wells at the corners of the building. Chief Schelstreet stated that we have to understand exactly what is happening. Alderman Bruno stated that we could televise the drain tile and see if there is a blockage. Alderman Turner stated that we need to look at the plans and see if the wells are there.

Chief Schelstreet stated that there were phases to the plan. The first phase was done and the second phase was about \$1M. Alderman Bruno asked if the discharge from the sump pumps is going away from the building. Director Lamela stated that they checked and it was.

It was decided that they would ask the engineers from City of St. Charles to come out and take a look and public works will come out to scope the system. Alderman Bruno stated that if St Charles is unable to come out, he will ask Geneva Public Works.

Director Lamela stated that Telecommunicator Week is this week. Signe Thomas is the Employee of the Year. A 5-year employee just resigned and her last day will be May 3. The 3 trainees are moving ahead and there are no issues. She had a head's up that it was happening and hoping something would derail it, but it didn't. There are 3 or 4 people with experience coming in to interview. The other 3 trainees are progressing and moving through the training program just fine. We've had no issues. This will bring us down by 4, but if we can start people with experience, they can be done training by summer.

Chief Krawczyk asked if there were any updates on consolidation. Chief Schelstreet stated that the draft report is out. The RFP Committee is meeting on the 23<sup>rd</sup>. He is reviewing it right now. It recommends consolidation. He has some questions on the staffing.

ETSB is planning to argue against dollar amount owed to Aurora. They are unable to explain the equation they used to get their numbers. This will take some time to determine. The position is that we don't want money that isn't ours, but they need to explain how they came up with the number. We also need some assurances that they will not come back asking for funds again. If the money cannot come out of the ETSB reserves, it will come back to Tri-Com and KaneComm.

Director Lamela reported that they received 2 grants with KaneComm for the recorder and a share of the new phone system. That should free up about \$300,000 of ETSB funding. Chief Deicke asked if that money could be used for what is due to Aurora. Chief Schelstreet stated that this will be discussed at the ETSB.

Chief Schelstreet stated that the process was Aurora objecting and our money gets held with no due process.

Chief Deicke stated that he will not be at the May meeting, but thanked everyone and wished Chief Keegan good luck as the new Chairman.

### **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 10:08 A.M.

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

# TRI-COM BOARD OF DIRECTORS

## SIGN IN SHEET

MEETING DATE: 04/18/19

If you are not on the roll call, please sign in below.

NAME	AGENCY
D/C MARK EINWICH	GENEVA FD
Chief Ryan Lambert	North Aurora FD @935
NECK SEKORA	ELBURN PD
Tiffany Myers	Tri-Com



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	March 31, 2019 Monthly Financial Reports		
Presenter & Title:	Shevon Sherod-Ramirez, Administrative Assistant		
Date:	May 8, 2019		
<b><i>Please Check Appropriate Box:</i></b>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting _____
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	<b>YES</b>
			<b>NO</b>
<i>If NO, please explain how the item will be funded: N/A</i>			
<b>Executive Summary:</b>			
Financial reports for Tri-Com Central Dispatch for Fiscal Year 2019 through March 31, 2019 including Comments on the Financial Statements are presented.			
<b>Voting Requirements:</b>			
<i>This motion requires a simple majority vote.</i>			
<b>Attachments:</b> <i>(please list)</i>			
<ul style="list-style-type: none"> <li>• Comments on the Financial Statements</li> <li>• March 31, 2019 Financial Report</li> <li>• Investment Schedule at March 31, 2019</li> <li>• Accounts Payable by G/L Distribution Report for March 2019</li> <li>• Wireless 911 Revenue Graphs</li> </ul>			
<b>Recommendation / Suggested Action:</b> <i>(briefly explain)</i>			
Staff recommends acceptance of the March 2019 Financial Reports as presented.			



## MEMO

Date: May 8, 2019

To: Tri-Com Board of Directors

From: Shevon Sherod-Ramirez, Administrative Assistant

Re: Financial Statement Analysis – March 31, 2019

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We are currently 91.66% through the fiscal year.

### **Revenue Analysis:**

As of the period ending March 31, 2019, \$4,197,768 has been received. This accounts for approximately 78% of the Fiscal Year 2019 revenue budget.

Wireless 911: Total receipts for the fiscal year are \$2,589,164 or 191% of the budget has been received. Due to Kane ETSB allocation coupled with the 100% increase in 911 fees paid by phone subscribers, the monthly fee averages \$235,379.

Dispatch Services: The fourth of four quarterly payments was billed in March. The total of all four quarters has been billed and all members have paid on-time.

Other Revenues: Total receipts in March was \$1,566 in Other Revenues. This category consists of Interest Income, Reimbursed Expenditures, and Miscellaneous Revenue.

### **Expenditure Analysis – General Fund:**

As of March 31, expenditures totaled \$4,520,354 or 84% of the amended budget of \$5,388,713. Please see the attached Income Statement report for the detail by division. Personnel Services accounts for 95% of the total budget and is within the budgeted amounts.

Tri-Com Central Dispatch  
Balance Sheet  
As of March 31, 2019

Classification	Current YTD Balance
<b>ASSETS</b>	
<i>Current Assets</i>	
Cash & Investments	2,407,817
Prepaid Items	2,310
<i>Current Assets Totals</i>	2,410,127
<i>Current Receivables</i>	
A/R Invoicing	0
Other Receivables	0
<i>Current Receivables Totals</i>	0
Intergovernmental Receivables	242,578
<b>ASSETS TOTALS</b>	<b>2,652,705</b>
<b>LIABILITIES AND FUND EQUITY</b>	
<b>LIABILITIES</b>	
<i>Current Liabilities</i>	
Accounts Payable	0
Deferred Revenue	174,418
Compensated Absences	234,185
<i>Current Liabilities Totals</i>	408,603
<b>LIABILITIES TOTALS</b>	<b>408,603</b>
<b>FUND EQUITY</b>	
Fund Balance	2,569,526
<b>APRIL 30, 2018 FUND BALANCE</b>	<b>2,569,526</b>
Fund Revenues	(4,197,768)
Fund Expenses	4,520,354
<b>CURRENT FUND BALANCE</b>	<b>2,246,940</b>
<b>LIABILITIES AND FUND EQUITY</b>	<b>2,655,544</b>

Tri-Com Central Dispatch  
Income Statement  
For the period ending March 31, 2019

Account Description	Annual Budget Amount	MTD Actual	YTD Actual Amount	Budget Less YTD Actual	% of Budget
<b>REVENUE</b>					
<i>Intergovernmental Revenues</i>					
Wireless 911	1,355,524	171,324	2,589,164	(1,233,640)	191%
Federal/State/Local Grants	0	0	0	0	0%
<i>Intergovernmental Revenues Totals</i>	<u>1,355,524</u>	<u>171,324</u>	<u>2,589,164</u>	<u>(1,233,640)</u>	<u>191%</u>
<i>Service Charges</i>					
Dispatch Services	2,030,382	0	1,522,863	507,519	75%
<i>Service Charges Totals</i>	<u>2,030,382</u>	<u>0</u>	<u>1,522,863</u>	<u>507,519</u>	<u>75%</u>
<i>Other Revenues</i>					
Interest Income	12,000	1,499	33,792	(21,792)	282%
Reimbursed Expenditures	5,250	0	4,257	994	81%
Miscellaneous	47,440	67	47,692	(252)	101%
<i>Other Revenues Totals</i>	<u>64,690</u>	<u>1,566</u>	<u>85,741</u>	<u>(21,051)</u>	<u>133%</u>
<i>Other Financing Sources</i>					
Other Financing Sources	887,430	0	0	887,430	0%
Reappropriation	1,065,000	0	0	1,065,000	0%
<i>Other Financing Sources Totals</i>	<u>1,952,430</u>	<u>0</u>	<u>0</u>	<u>1,952,430</u>	<u>0%</u>
<b>REVENUE TOTALS</b>	<u>5,403,026</u>	<u>172,889</u>	<u>4,197,768</u>	<u>1,205,258</u>	<u>78%</u>
<b>EXPENSE</b>					
<i>Administration</i>					
Personnel Services	520,111	60,147	475,273	44,838	91%
Contractual Services	103,375	298,291	377,777	(274,402)	365%
Commodities	2,500	284	2,397	103	96%
Total	<u>625,986</u>	<u>358,722</u>	<u>855,447</u>	<u>(229,461)</u>	<u>137%</u>
<i>Operations</i>					
Personnel Services	2,071,030	266,863	2,023,856	47,174	98%
Contractual Services	569,867	48,777	577,806	(7,939)	101%
Commodities	28,500	724	18,392	10,108	65%
Capital Outlay	0	0	25	(25)	0%
Other Expenditures	1,200	0	994	206	83%
Total	<u>2,670,597</u>	<u>316,364</u>	<u>2,621,072</u>	<u>49,525</u>	<u>98%</u>
<i>Debt Service</i>					
Debt Service	0	0	0	0	0%
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<i>Capital Expenditures</i>					
Capital Outlay	1,932,930	0	1,043,835	889,095	54%
Other Expenditures	159,200	0	0	159,200	0%
Total	<u>2,092,130</u>	<u>0</u>	<u>1,043,835</u>	<u>1,048,295</u>	<u>50%</u>
<b>EXPENSE TOTALS</b>	<u>5,388,713</u>	<u>675,085</u>	<u>4,520,354</u>	<u>868,359</u>	<u>84%</u>
Fund 100 - General Fund Totals					
<b>REVENUE TOTALS</b>	5,403,026	172,889	4,197,768	1,205,258	78%
<b>EXPENSE TOTALS</b>	5,388,713	675,085	4,520,354	868,359	84%
Fund 100 - General Fund Net Gain (Loss)	14,313	(502,196)	(322,586)	(336,899)	

**City of Geneva**  
**Investments - Tri-Com**  
**March 31, 2019**

<b>Purchase Date</b>	<b>CUSIP</b>	<b>Maturity Date</b>	<b>Description</b>	<b>Rate/ Yield</b>	<b>Cost</b>	<b>Fair Value/Market</b>	<b>Par Value/Face</b>
<b>Certificates of Deposit</b>							
4/16/2018	252739	4/16/2019	CD - Beverly Bank & Trust Co	2.050%	244,900.00	244,900.00	249,920.45
4/16/2018	252738	4/16/2019	CD - Schaumburg B&TC/Advantage	2.050%	244,900.00	244,900.00	249,920.45
1/10/2019	264823	7/3/2020	CD - Country Bank	2.811%	239,600.00	239,600.00	239,600.00
1/10/2019	264824	1/1/2020	CD - Landmark Community Bank	2.742%	243,100.00	243,100.00	243,100.00
					<u>\$ 972,500.00</u>	<u>\$ 972,500.00</u>	<u>\$ 982,540.90</u>
<b>U.S. Treasury</b>							
10/31/2018	912828J50	2/29/2020	US Treasury Bill	1.375%	246,428.86	247,617.50	245,849.61
					<u>\$ 246,428.86</u>	<u>\$ 247,617.50</u>	<u>\$ 245,849.61</u>
<b>U.S. Agencies</b>							
					<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
					<u>\$ 1,218,928.86</u>	<u>\$ 1,220,117.50</u>	<u>\$ 1,228,390.51</u>





# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 03/01/19 - 03/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
<b>Fund 236 - Tri-Com</b>											
Account <b>140.95 - Prepaid Items Other</b>											
3370 - ALADTEC INC	2019-0629	Scheduling Software	Paid by Check # 153986		03/05/2019	03/18/2019	03/20/2019	03/05/2019	03/20/2019	2,310.00	
									Account <b>140.95 - Prepaid Items Other</b> Totals	Invoice Transactions 1	<u>\$2,310.00</u>
Department <b>85 - Dispatch Services</b>											
Division <b>41 - Administration</b>											
Program <b>00 - General</b>											
Account <b>521.10 - Group Insurance FSA Administration</b>											
1190 - INFINSOURCE BENEFITS SERVICES	90376820	FBA Monthly Adm Fee- February 2019	Paid by EFT # 12342		02/09/2019	03/18/2019	03/20/2019	03/18/2019	03/20/2019	5.00	
									Account <b>521.10 - Group Insurance FSA Administration</b> Totals	Invoice Transactions 1	<u>\$5.00</u>
Account <b>521.25 - Group Insurance Life</b>											
1062 - STANDARD INSURANCE COMPANY	030119	Life Insurance Premium- March 2019	Paid by EFT # 12305		03/01/2019	03/18/2019	03/20/2019	03/18/2019	03/20/2019	49.64	
									Account <b>521.25 - Group Insurance Life</b> Totals	Invoice Transactions 1	<u>\$49.64</u>
Account <b>543 - Legal Service</b>											
1013 - CLARK BAIRD SMITH LLP	10852	Legal Service Fees - Personnel	Paid by Check # 153925		01/31/2019	03/04/2019	03/06/2019	02/11/2019	03/06/2019	1,861.25	
1244 - COLLEGE OF DUPAGE	9755	Training Class (2)	Paid by Check # 153926		02/06/2019	03/04/2019	03/06/2019	02/12/2019	03/06/2019	.00	
									Account <b>543 - Legal Service</b> Totals	Invoice Transactions 2	<u>\$1,861.25</u>
Account <b>561.05 - Postage General</b>											
1508 - USPS	580	Postage	Paid by EFT # 12270		02/01/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	7.70	
									Account <b>561.05 - Postage General</b> Totals	Invoice Transactions 1	<u>\$7.70</u>
Account <b>562 - Telephone</b>											
1233 - VERIZON WIRELESS	9824655314	Wireless Phone - February 2019	Paid by EFT # 12306		02/21/2019	03/18/2019	02/28/2019	03/13/2019	03/01/2019	107.16	
									Account <b>562 - Telephone</b> Totals	Invoice Transactions 1	<u>\$107.16</u>
Account <b>572 - Travel &amp; Meals</b>											
2243 - SHEVON SHEROD-RAMIREZ	SHER022519	Reimburse Training Mileage Meal	Paid by EFT # 12360		02/25/2019	03/18/2019	03/20/2019	02/25/2019	03/20/2019	89.62	
									Account <b>572 - Travel &amp; Meals</b> Totals	Invoice Transactions 1	<u>\$89.62</u>
Account <b>573 - Training &amp; Professional Development</b>											
1244 - COLLEGE OF DUPAGE	9755	Training Class (2)	Paid by Check # 153926		02/06/2019	03/04/2019	03/06/2019	02/12/2019	03/06/2019	150.00	
1605 - APCO INTERNATIONAL	3989592585521	Spring Symposium	Paid by EFT # 12261		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	0308976915272	Spring Symposium	Paid by EFT # 12262		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	2709970719193	Spring Symposium	Paid by EFT # 12263		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	5446400115365	Spring Symposium	Paid by EFT # 12264		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund <b>236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>41 - Administration</b>											
Program <b>00 - General</b>											
Account <b>573 - Training &amp; Professional Development</b>											
1605 - APCO INTERNATIONAL	3072896209163	Spring Symposium	Paid by EFT #		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
			854								
1605 - APCO INTERNATIONAL	5550885289154	Spring Symposium	Paid by EFT #		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
			046								
Account <b>573 - Training &amp; Professional Development</b> Totals										Invoice Transactions 7	\$240.00
Account <b>595.05 - Rentals Copier</b>											
1169 - GORDON FLESCH CO INC	IN12525501	Copier Maintenance	Paid by EFT #		02/20/2019	03/04/2019	03/06/2019	02/25/2019	03/06/2019	243.63	
			12167								
Account <b>595.05 - Rentals Copier</b> Totals										Invoice Transactions 1	\$243.63
Account <b>599 - Other Contractual Services</b>											
1012 - CITY OF BATAVIA	Res2019-02	Reimbursement for Starcom Radios	Paid by Check # 153996		03/13/2019	03/18/2019	03/20/2019	03/13/2019	03/20/2019	40,682.16	
1304 - CITY OF GENEVA	190308	COG General Fund Wages Chargeable to Tri-Com	Paid by EFT # 12298		03/08/2019	03/18/2019	02/28/2019	03/11/2019	03/08/2019	3,006.02	
1005 - CITY OF ST CHARLES	Res2019-02	Reimbursement for Starcom Radios	Paid by Check # 153997		03/13/2019	03/18/2019	03/20/2019	03/13/2019	03/20/2019	53,443.65	
1111 - ELBURN & COUNTRYSIDE FIRE PROTECTION	Res2019-02	Reimbursement for Starcom Radios	Paid by EFT # 12328		03/13/2019	03/18/2019	03/20/2019	03/13/2019	03/20/2019	24,331.06	
2238 - NORTH AURORA FIRE PROTECTION DISTRICT	Res2019-02	Reimbursement for Starcom Radios	Paid by Check # 154031		03/13/2019	03/18/2019	03/20/2019	03/13/2019	03/20/2019	29,282.87	
4720 - SUGAR GROVE FIRE PROTECTION DISTRICT	Res2019-02	Reimbursement for Starcom Radios	Paid by Check # 154047		03/13/2019	03/18/2019	03/20/2019	03/13/2019	03/20/2019	17,483.20	
1228 - TRI CITY AMBULANCE	Res2019-02	Reimbursement for Starcom Radios	Paid by Check # 154054		03/13/2019	03/18/2019	03/20/2019	03/13/2019	03/20/2019	99,261.70	
Account <b>599 - Other Contractual Services</b> Totals										Invoice Transactions 7	\$267,490.66
Account <b>631.05 - Clothing Allowance</b>											
1197 - LANDS END BUSINESS OUTFITTERS	SIN7157768	Uniform Order	Paid by EFT # 12345		02/11/2019	03/18/2019	03/20/2019	02/26/2019	03/20/2019	284.03	
Account <b>631.05 - Clothing Allowance</b> Totals										Invoice Transactions 1	\$284.03
Program <b>00 - General</b> Totals										Invoice Transactions 23	\$270,378.69
Division <b>41 - Administration</b> Totals										Invoice Transactions 23	\$270,378.69
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>521.10 - Group Insurance FSA Administration</b>											
1190 - INFINISOURCE BENEFITS SERVICES	90376820	FBA Monthly Adm Fee- February 2019	Paid by EFT # 12342		02/09/2019	03/18/2019	03/20/2019	03/18/2019	03/20/2019	25.00	
Account <b>521.10 - Group Insurance FSA Administration</b> Totals										Invoice Transactions 1	\$25.00



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Fund <b>236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>521.25 - Group Insurance Life</b>										
1062 - STANDARD INSURANCE COMPANY	030119	Life Insurance Premium- March 2019	Paid by EFT # 12305		03/01/2019	03/18/2019	03/20/2019	03/18/2019	03/20/2019	195.50
							Account <b>521.25 - Group Insurance Life</b> Totals		Invoice Transactions 1	<u>\$195.50</u>
Account <b>528 - Unemployment Compensation</b>										
1535 - ILLINOIS DEPARTMENT OF EMPLOYMENT SECURITY	801560/0219	Unemployment Benefits - 4th Qtr	Paid by EFT # 12296		02/28/2019	03/18/2019	02/26/2019	03/08/2019	02/26/2019	458.00
							Account <b>528 - Unemployment Compensation</b> Totals		Invoice Transactions 1	<u>\$458.00</u>
Account <b>531.05 - Maintenance Service Building</b>										
4598 - CHEM DRY OF STRATFORD	942	Carpet Cleaning	Paid by EFT # 12158		02/16/2019	03/04/2019	03/06/2019	02/19/2019	03/06/2019	162.72
1271 - FOX VALLEY FIRE & SAFETY	IN00244623	Annual Fire Alarm System Inspection Tower	Paid by EFT # 12335		02/26/2019	03/18/2019	03/20/2019	03/04/2019	03/20/2019	295.00
1201 - MENDEL PLUMBING & HEATING INC	326616	Plumbing Repair	Paid by EFT # 12349		03/04/2019	03/18/2019	03/20/2019	03/05/2019	03/20/2019	439.00
							Account <b>531.05 - Maintenance Service Building</b> Totals		Invoice Transactions 3	<u>\$896.72</u>
Account <b>531.10 - Maintenance Service Equipment</b>										
1080 - UNITED RADIO COMMUNICATIONS	109019454-1	Repair Alarm Failure	Paid by EFT # 12192		02/21/2019	03/04/2019	03/06/2019	02/25/2019	03/06/2019	149.25
4061 - AVTECH SOFTWARE INC	190212	Minor Electronic Room Alert Account Upgrade	Paid by EFT # 12278		02/12/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	99.95
1775 - SOS TECHNOLOGIES	157837	Defibrillator Pads	Paid by EFT # 12281		02/12/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	76.95
2592 - ILLINI POWER PRODUCTS	SWO022625-1	Repair Logan Alarm	Paid by Check # 154016		02/27/2019	03/18/2019	03/20/2019	03/05/2019	03/20/2019	451.79
							Account <b>531.10 - Maintenance Service Equipment</b> Totals		Invoice Transactions 4	<u>\$777.94</u>
Account <b>531.30 - Maintenance Service Snow Removal</b>										
1074 - TWIN OAKS LANDSCAPING	SR880596-0003	Snow Removal & Salt Application	Paid by Check # 153966		01/19/2019	03/04/2019	03/06/2019	02/12/2019	03/06/2019	570.00
1074 - TWIN OAKS LANDSCAPING	SR880596-0004	Snow Removal & Salt Application	Paid by Check # 153966		01/20/2019	03/04/2019	03/06/2019	02/14/2019	03/06/2019	250.00
1074 - TWIN OAKS LANDSCAPING	SR880596-0005	Snow Removal & Salt Application	Paid by Check # 153966		01/22/2019	03/04/2019	03/06/2019	02/14/2019	03/06/2019	400.00
1074 - TWIN OAKS LANDSCAPING	SR880596-0006	Snow Removal & Salt Application	Paid by Check # 153966		01/23/2019	03/04/2019	03/06/2019	02/14/2019	03/06/2019	250.00
1074 - TWIN OAKS LANDSCAPING	SR880596-0008	Snow Removal & Salt Application	Paid by Check # 153966		01/28/2019	03/04/2019	03/06/2019	02/21/2019	03/06/2019	390.00
1074 - TWIN OAKS LANDSCAPING	SR880596-0007	Snow Removal & Salt Application	Paid by Check # 154056		01/26/2019	03/18/2019	03/20/2019	02/27/2019	03/20/2019	370.00



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Fund <b>236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>531.30 - Maintenance Service Snow Removal</b>											
1074 - TWIN OAKS LANDSCAPING	SR880596-0009	Snow Removal & Salt Application	Paid by Check # 154056		02/01/2019	03/18/2019	03/20/2019	03/05/2019	03/20/2019	370.00	
1074 - TWIN OAKS LANDSCAPING	SR880596-0010	Snow Removal & Salt Application	Paid by Check # 154056		02/05/2019	03/18/2019	03/20/2019	03/07/2019	03/20/2019	250.00	
									Account <b>531.30 - Maintenance Service Snow Removal</b> Totals	Invoice Transactions 8	\$2,850.00
Account <b>531.40 - Maintenance Service Computer Software</b>											
1821 - GODADDY.COM	1430218210	Email Service Renewal	Paid by EFT # 12256		01/30/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	1,018.08	
1821 - GODADDY.COM	1437262723	Email Service Renewal	Paid by EFT # 12268		01/30/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	539.04	
3153 - SENDGRID	INV03910721	Email Relay Service	Paid by EFT # 12271		02/01/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	29.95	
									Account <b>531.40 - Maintenance Service Computer Software</b> Totals	Invoice Transactions 3	\$1,587.07
Account <b>544 - Medical Service</b>											
1076 - TYLER MEDICAL SERVICES	404226	Pre-Employment Drug Screen & Physical	Paid by EFT # 12190		02/06/2019	03/04/2019	03/06/2019	02/11/2019	03/06/2019	107.00	
1076 - TYLER MEDICAL SERVICES	404908	Pre-Employment Drug Screen & Physical	Paid by EFT # 12372		02/28/2019	03/18/2019	03/20/2019	03/04/2019	03/20/2019	129.00	
									Account <b>544 - Medical Service</b> Totals	Invoice Transactions 2	\$236.00
Account <b>546 - Janitorial Service</b>											
3346 - CITYWIDE BUILDING MAINTENANCE	31331	Cleaning Services - March 2019	Paid by EFT # 12322		03/01/2019	03/18/2019	03/20/2019	03/04/2019	03/20/2019	1,643.92	
									Account <b>546 - Janitorial Service</b> Totals	Invoice Transactions 1	\$1,643.92
Account <b>559 - Other Professional Services</b>											
4530 - BACKGROUNDS ONLINE	510018	Applicant Background Checks	Paid by EFT # 12273		01/31/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	399.75	
2166 - CONRAD POLYGRAPH INC	3309	Polygraph Exam	Paid by EFT # 12325		02/28/2019	03/18/2019	03/20/2019	03/01/2019	03/20/2019	130.00	
4135 - DIRECTV	35950778016	Satellite TV Service	Paid by Check # 154005		02/26/2019	03/18/2019	03/20/2019	03/05/2019	03/20/2019	71.24	
1220 - STANARD & ASSOCIATES INC	SA000040228	Pre-Employment Psychological Exam	Paid by Check # 154045		03/01/2019	03/18/2019	03/20/2019	03/07/2019	03/20/2019	395.00	
									Account <b>559 - Other Professional Services</b> Totals	Invoice Transactions 4	\$995.99
Account <b>562 - Telephone</b>											
1004 - CALL ONE	Tricom021519	Phone Service	Paid by EFT # 12157		02/15/2019	03/04/2019	03/06/2019	02/21/2019	03/06/2019	34,208.84	
									Account <b>562 - Telephone</b> Totals	Invoice Transactions 1	\$34,208.84



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
<b>Fund 236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>565 - Internet</b>											
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1919303	Internet & LEADS Access	Paid by Check # 154048		02/11/2019	03/18/2019	03/20/2019	02/26/2019	03/20/2019	1,027.71	
									Account <b>565 - Internet</b> Totals	Invoice Transactions 1	\$1,027.71
Account <b>572 - Travel &amp; Meals</b>											
1779 - BUFFALO WILD WINGS	60004	New Hire Luncheon	Paid by EFT # 12277		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	66.15	
4719 - CASSANDRA LIEBE	190227	Reimbursement for Mileage	Paid by Check # 154026		02/27/2019	03/18/2019	03/20/2019	03/11/2019	03/20/2019	15.20	
									Account <b>572 - Travel &amp; Meals</b> Totals	Invoice Transactions 2	\$81.35
Account <b>573 - Training &amp; Professional Development</b>											
1116 - ILLINOIS MUNICIPAL UTILITIES ASSOCIATION	19-01015	January 2019 Safety Training	Paid by EFT # 12168		02/07/2019	03/04/2019	03/06/2019	02/26/2019	03/06/2019	20.00	
1605 - APCO INTERNATIONAL	4114724825882	Spring Symposium	Paid by EFT # 12257		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	4021123832658	Spring Symposium	Paid by EFT # 12258		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	3611672893043	Spring Symposium	Paid by EFT # 12259		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	1466166301318	Spring Symposium	Paid by EFT # 12260		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	1786411048454	Spring Symposium	Paid by EFT # 12267		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	15.00	
1605 - APCO INTERNATIONAL	589527	PST Student Manuals	Paid by EFT # 12275		02/08/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	338.12	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	190319	State EMS License Renewal	Paid by Check # 154065		03/19/2019	03/20/2019	03/20/2019	03/20/2019	03/20/2019	20.00	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	31919	Initial State EMS License Fee	Paid by Check # 154066		03/19/2019	03/20/2019	03/20/2019	03/20/2019	03/20/2019	30.00	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	20190319	Initial State EMS License Fee	Paid by Check # 154067		03/19/2019	03/20/2019	03/20/2019	03/20/2019	03/20/2019	30.00	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	32119	Initial State EMS License Fee	Paid by Check # 154068		03/19/2019	03/20/2019	03/20/2019	03/20/2019	03/20/2019	30.00	
									Account <b>573 - Training &amp; Professional Development</b> Totals	Invoice Transactions 11	\$543.12
Account <b>581.05 - Utilities Electric</b>											
1005 - CITY OF ST CHARLES	Tricom021219	Utilities - Electric & Sewer	Paid by Check # 153924		02/12/2019	03/04/2019	03/06/2019	02/12/2019	03/06/2019	2,330.26	
									Account <b>581.05 - Utilities Electric</b> Totals	Invoice Transactions 1	\$2,330.26



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
<b>Fund 236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>581.10 - Utilities Natural Gas</b>											
1373 - NICOR GAS 0632	8152828017/02	Gas Services - 1850	Paid by Check		02/21/2019	03/18/2019	03/20/2019	02/26/2019	03/20/2019	125.06	
	19	South St	# 154030								
1373 - NICOR GAS 0632	9305123193/02	Gas Services - 3823	Paid by Check		02/26/2019	03/18/2019	03/20/2019	03/04/2019	03/20/2019	526.99	
	19	Karl Madsen Dr	# 154030								
									Account <b>581.10 - Utilities Natural Gas</b> Totals	Invoice Transactions 2	<u>\$652.05</u>
Account <b>581.20 - Utilities Water/Sewer</b>											
1005 - CITY OF ST CHARLES	Tricom021219	Utilities - Electric & Sewer	Paid by Check		02/12/2019	03/04/2019	03/06/2019	02/12/2019	03/06/2019	53.66	
			# 153924								
									Account <b>581.20 - Utilities Water/Sewer</b> Totals	Invoice Transactions 1	<u>\$53.66</u>
Account <b>595.95 - Rentals Miscellaneous</b>											
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1919303	Internet & LEADS Access	Paid by Check		02/11/2019	03/18/2019	03/20/2019	02/26/2019	03/20/2019	580.00	
			# 154048								
									Account <b>595.95 - Rentals Miscellaneous</b> Totals	Invoice Transactions 1	<u>\$580.00</u>
Account <b>599 - Other Contractual Services</b>											
1774 - MOTOROLA SOLUTIONS INC	40523123118	Starcom Radio Usage	Paid by EFT #		02/01/2019	03/04/2019	03/06/2019	02/11/2019	03/06/2019	44.00	
			12172								
3277 - FASTSPRING TYPING MASTER	190201	Applicant Typing Test	Paid by EFT #		02/01/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	49.00	
			12272								
									Account <b>599 - Other Contractual Services</b> Totals	Invoice Transactions 2	<u>\$93.00</u>
Account <b>621 - Office Supplies</b>											
1600 - 123INKJETS.COM	25507541	Toner Cartridge	Paid by EFT #		02/26/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	81.26	
			12283								
1031 - OFFICE DEPOT	272659929-001	Office Supplies	Paid by EFT #		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	28.46	
			12279								
1031 - OFFICE DEPOT	272661081-001	Office Supplies	Paid by EFT #		02/11/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	34.99	
			12280								
1031 - OFFICE DEPOT	277989008-001	Office Supplies	Paid by EFT #		02/21/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	33.58	
			12282								
2454 - WALMART # 5352	3001951-246112	Office Supplies	Paid by EFT #		01/29/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	4.97	
			12269								
									Account <b>621 - Office Supplies</b> Totals	Invoice Transactions 5	<u>\$183.26</u>
Account <b>624.95 - Operating Supplies Other Operating Supplies</b>											
1956 - HARTFORD BADGES	57655	ID Badge	Paid by EFT #		02/05/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	9.25	
			12274								
2454 - WALMART # 5352	3001951-246112A	Boot Trays	Paid by EFT #		01/29/2019	03/18/2019	03/20/2019	02/28/2019	03/25/2019	34.26	
			12276								
3994 - CENTURY SPRINGS	2122924	Water Service	Paid by Check		02/01/2019	03/18/2019	03/20/2019	03/01/2019	03/20/2019	44.70	
			# 153994								
3994 - CENTURY SPRINGS	2135952	Water Service	Paid by Check		02/15/2019	03/18/2019	03/20/2019	03/01/2019	03/20/2019	51.65	
			# 153994								

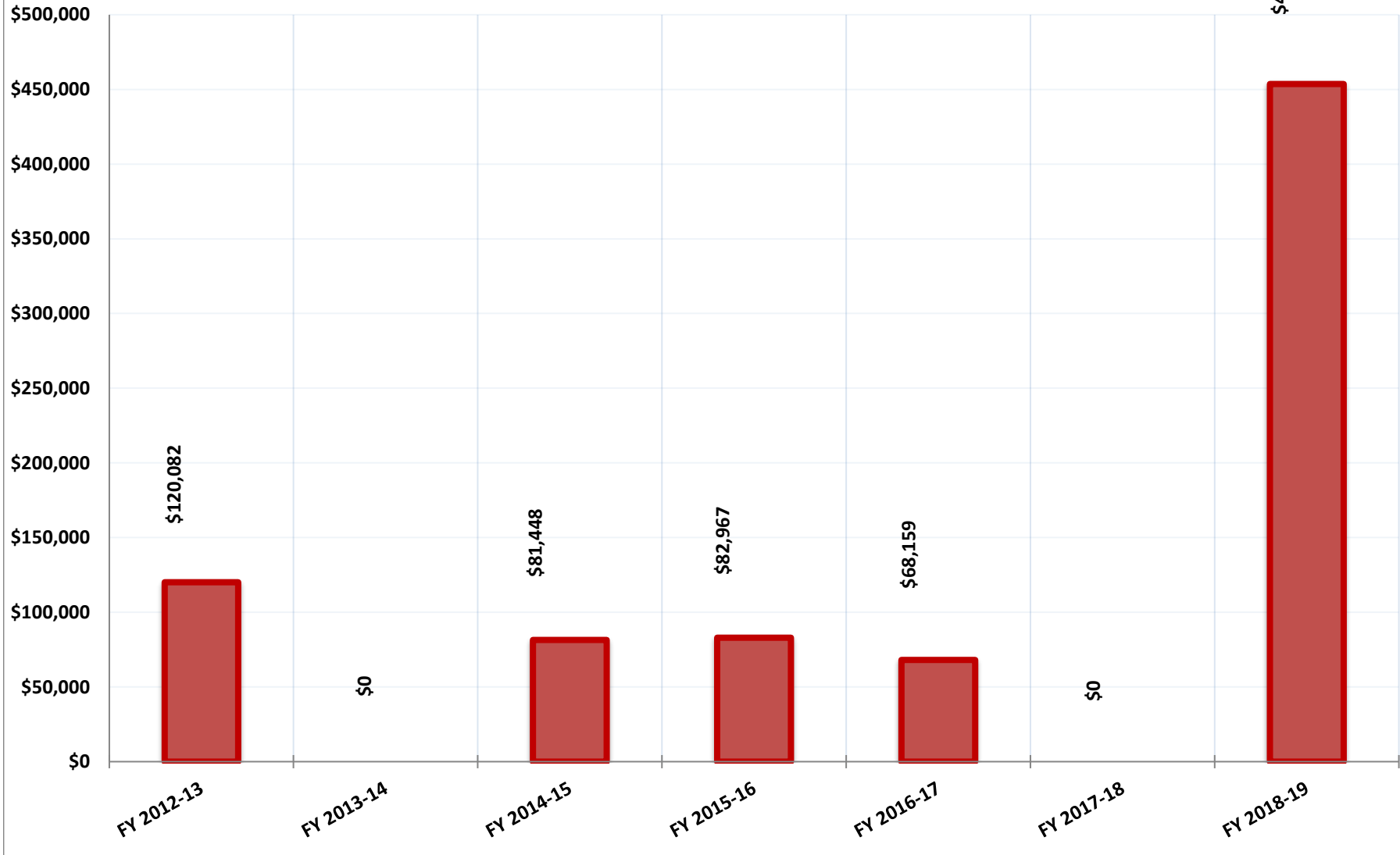


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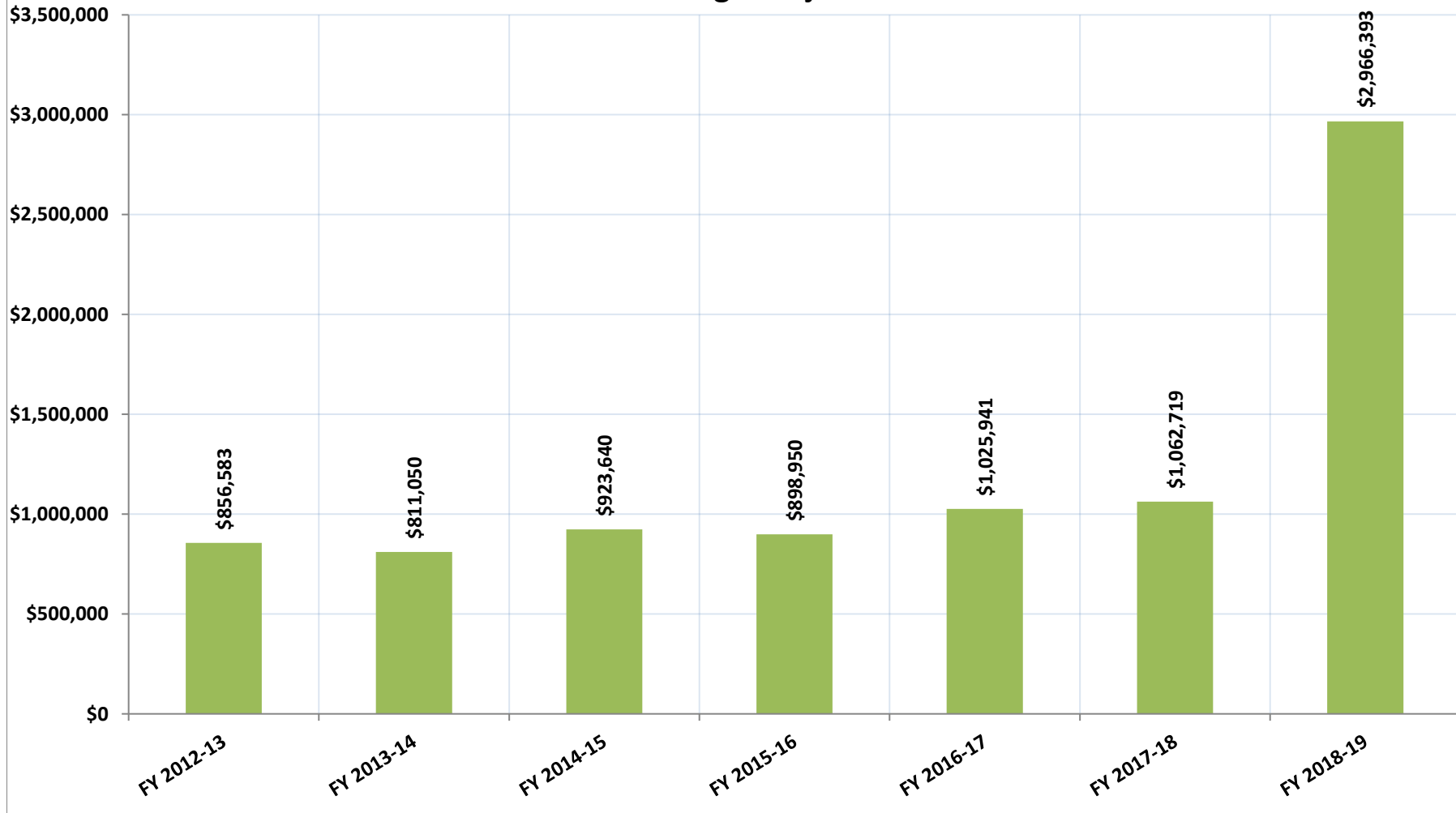
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund <b>236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>624.95 - Operating Supplies Other Operating Supplies</b>											
1401 - SARAH STOFFA	Stof021819	Reimburse Funeral Flowers	Paid by EFT # 12367		02/18/2019	03/18/2019	03/20/2019	02/18/2019	03/20/2019	68.95	
									Account <b>624.95 - Operating Supplies Other Operating Supplies</b> Totals	Invoice Transactions 5	<u>\$208.81</u>
Account <b>631.05 - Clothing Allowance</b>											
1197 - LANDS END BUSINESS OUTFITTERS	SIN7157768	Uniform Order	Paid by EFT # 12345		02/11/2019	03/18/2019	03/20/2019	02/26/2019	03/20/2019	331.76	
									Account <b>631.05 - Clothing Allowance</b> Totals	Invoice Transactions 1	<u>\$331.76</u>
									Program <b>00 - General</b> Totals	Invoice Transactions 61	<u>\$49,959.96</u>
									Division <b>86 - Operations</b> Totals	Invoice Transactions 61	<u>\$49,959.96</u>
									Department <b>85 - Dispatch Services</b> Totals	Invoice Transactions 84	<u>\$320,338.65</u>
									Fund <b>236 - Tri-Com</b> Totals	Invoice Transactions 85	<u>\$322,648.65</u>
									Grand Totals	Invoice Transactions 85	<u>\$322,648.65</u>

**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Comparison for March  
FY 2012-13 Through 2018-19**

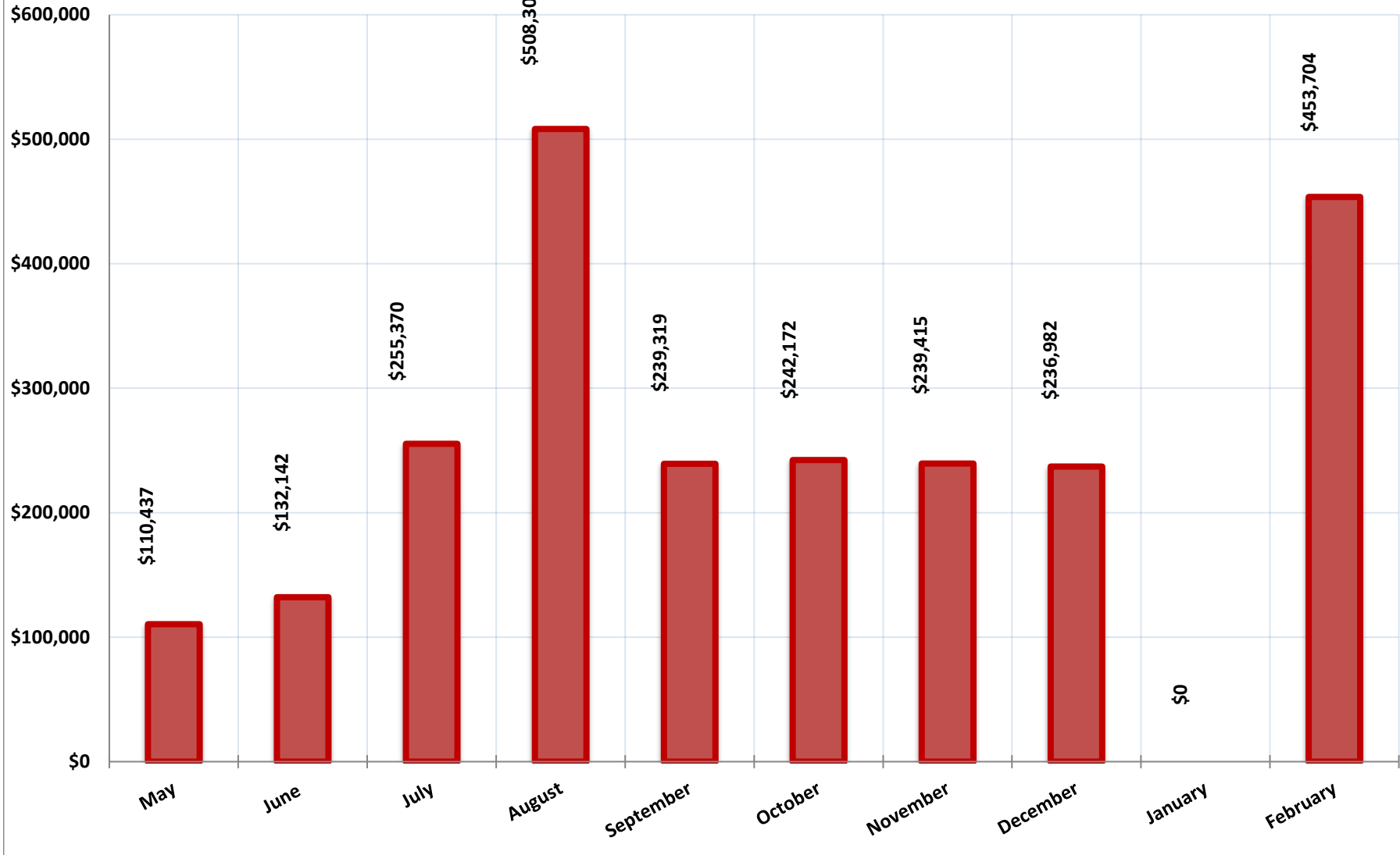




**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Annual Comparison  
FY 2012-13 Through Projected 2018-19**



**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Revenue  
FY 2018-19**





**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	February 28, 2019 Monthly Financial Reports		
Presenter & Title:	Shevon Sherod-Ramirez, Administrative Assistant		
Date:	May 8, 2019		
<b><i>Please Check Appropriate Box:</i></b>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	<b>YES</b>
			<b>NO</b>
<i>If NO, please explain how the item will be funded: N/A</i>			
<b>Executive Summary:</b>			
Financial reports for Tri-Com Central Dispatch for Fiscal Year 2019 through February 28, 2019 including Comments on the Financial Statements are presented.			
<b>Voting Requirements:</b>			
<i>This motion requires a simple majority vote.</i>			
<b>Attachments: (please list)</b>			
<ul style="list-style-type: none"> <li>• Comments on the Financial Statements</li> <li>• February 28, 2019 Financial Report</li> <li>• Investment Schedule at February 28, 2019</li> <li>• Accounts Payable by G/L Distribution Report for February 2019</li> <li>• Wireless 911 Revenue Graphs</li> </ul>			
<b>Recommendation / Suggested Action: (briefly explain)</b>			
Staff recommends acceptance of the February 2019 Financial Reports as presented.			



## MEMO

Date: May 8, 2019

To: Tri-Com Board of Directors

From: Shevon Sherod-Ramirez, Administrative Assistant

Re: Financial Statement Analysis – February 28, 2019

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We are currently 83.33% through the fiscal year.

### **Revenue Analysis:**

As of the period ending February 28, 2019, \$4,024,879 has been received. This accounts for approximately 74% of the Fiscal Year 2019 revenue budget.

Wireless 911: Total receipts for the fiscal year are \$2,417,841 or 178% of the budget has been received. Due to Kane ETSB allocation coupled with the 100% increase in 911 fees paid by phone subscribers, the monthly fee averages \$240,000.

Dispatch Services: The third of three quarterly payments were billed in November. Three quarters of the total revenue has been billed and all members have paid on-time.

Other Revenues: Total receipts in February were \$3,673 in Other Revenues. This category consists of Interest Income and Miscellaneous Revenue.

### **Expenditure Analysis – General Fund:**

As of February 28, expenditures totaled \$3,845,269 or 71% of the amended budget of \$5,388,713. Please see the attached Income Statement report for the detail by division. Personnel Services accounts for 83% of the total budget and is within the budgeted amounts.

Tri-Com Central Dispatch  
Balance Sheet  
As of February 28, 2019

Classification	Current YTD Balance
<b>ASSETS</b>	
<i>Current Assets</i>	
Cash & Investments	2,915,436
<i>Current Assets Totals</i>	2,915,436
<i>Current Receivables</i>	
A/R Invoicing	2,839
Other Receivables	0
<i>Current Receivables Totals</i>	2,839
Intergovernmental Receivables	242,578
<b>ASSETS TOTALS</b>	<b>3,160,853</b>
<b>LIABILITIES AND FUND EQUITY</b>	
<b>LIABILITIES</b>	
<i>Current Liabilities</i>	
Accounts Payable	3,113
Deferred Revenue	174,418
Compensated Absences	234,185
<i>Current Liabilities Totals</i>	411,717
<b>LIABILITIES TOTALS</b>	<b>411,717</b>
<b>FUND EQUITY</b>	
Fund Balance	2,569,526
<b>APRIL 30, 2018 FUND BALANCE</b>	<b>2,569,526</b>
Fund Revenues	(4,024,879)
Fund Expenses	3,845,269
<b>CURRENT FUND BALANCE</b>	<b>2,749,136</b>
<b>LIABILITIES AND FUND EQUITY</b>	<b>3,160,853</b>

Tri-Com Central Dispatch  
Income Statement  
For the period ending February 28, 2019

Account Description	Annual Budget Amount	MTD Actual	YTD Actual Amount	Budget Less YTD Actual	% of Budget
<b>REVENUE</b>					
<i>Intergovernmental Revenues</i>					
Wireless 911	1,355,524	453,704	2,417,841	(1,062,317)	178%
Federal/State/Local Grants	0	0	0	0	0%
<i>Intergovernmental Revenues Totals</i>	<u>1,355,524</u>	<u>453,704</u>	<u>2,417,841</u>	<u>(1,062,317)</u>	<u>178%</u>
<i>Service Charges</i>					
Dispatch Services	2,030,382	0	1,522,863	507,519	75%
<i>Service Charges Totals</i>	<u>2,030,382</u>	<u>0</u>	<u>1,522,863</u>	<u>507,519</u>	<u>75%</u>
<i>Other Revenues</i>					
Interest Income	12,000	3,055	32,293	(20,293)	269%
Reimbursed Expenditures	5,250	618	4,257	994	81%
Miscellaneous	47,440	0	47,625	(185)	100%
<i>Other Revenues Totals</i>	<u>64,690</u>	<u>3,673</u>	<u>84,175</u>	<u>(19,485)</u>	<u>130%</u>
<i>Other Financing Sources</i>					
Other Financing Sources	887,430	0	0	887,430	0%
Reappropriation	1,065,000	0	0	1,065,000	0%
<i>Other Financing Sources Totals</i>	<u>1,952,430</u>	<u>0</u>	<u>0</u>	<u>1,952,430</u>	<u>0%</u>
<b>REVENUE TOTALS</b>	<u>5,403,026</u>	<u>457,377</u>	<u>4,024,879</u>	<u>1,378,147</u>	<u>74%</u>
<b>EXPENSE</b>					
<i>Administration</i>					
Personnel Services	520,111	41,173	415,126	104,985	80%
Contractual Services	103,375	5,639	79,486	23,889	77%
Commodities	2,500	0	2,113	387	85%
Total	<u>625,986</u>	<u>46,812</u>	<u>496,725</u>	<u>129,261</u>	<u>79%</u>
<i>Operations</i>					
Personnel Services	2,071,030	175,616	1,756,993	314,037	85%
Contractual Services	569,867	62,734	529,029	40,838	93%
Commodities	28,500	2,035	17,668	10,832	62%
Capital Outlay	0	0	25	(25)	0%
Other Expenditures	1,200	0	994	206	83%
Total	<u>2,670,597</u>	<u>240,384</u>	<u>2,304,709</u>	<u>365,888</u>	<u>86%</u>
<i>Debt Service</i>					
Debt Service	0	0	0	0	0%
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<i>Capital Expenditures</i>					
Capital Outlay	1,932,930	5,904	1,043,835	889,095	54%
Other Expenditures	159,200	0	0	159,200	0%
Total	<u>2,092,130</u>	<u>5,904</u>	<u>1,043,835</u>	<u>1,048,295</u>	<u>50%</u>
<b>EXPENSE TOTALS</b>	<u>5,388,713</u>	<u>293,100</u>	<u>3,845,269</u>	<u>1,543,444</u>	<u>71%</u>
Fund 100 - General Fund Totals					
<b>REVENUE TOTALS</b>	5,403,026	457,377	4,024,879	1,378,147	74%
<b>EXPENSE TOTALS</b>	5,388,713	293,100	3,845,269	1,543,444	71%
Fund 100 - General Fund Net Gain (Loss)	14,313	164,277	179,610	165,297	

**City of Geneva**  
**Investments - Tri-Com**  
**February 28, 2019**

<b>Purchase Date</b>	<b>CUSIP</b>	<b>Maturity Date</b>	<b>Description</b>	<b>Rate/ Yield</b>	<b>Cost</b>	<b>Fair Value/Market</b>	<b>Par Value/Face</b>
<b>Certificates of Deposit</b>							
4/16/2018	252739	4/16/2019	CD - Beverly Bank & Trust Co	2.050%	244,900.00	244,900.00	249,920.45
4/16/2018	252738	4/16/2019	CD - Schaumburg B&TC/Advantage	2.050%	244,900.00	244,900.00	249,920.45
1/10/2019	264823	7/3/2020	CD - Country Bank	2.811%	239,600.00	239,600.00	239,600.00
1/10/2019	264824	1/1/2020	CD - Landmark Community Bank	2.742%	243,100.00	243,100.00	243,100.00
					<u>\$ 972,500.00</u>	<u>\$ 972,500.00</u>	<u>\$ 982,540.90</u>
<b>U.S. Treasury</b>							
10/31/2018	912828J50	2/29/2020	US Treasury Bill	1.375%	246,428.86	247,100.00	245,849.61
					<u>\$ 246,428.86</u>	<u>\$ 247,100.00</u>	<u>\$ 245,849.61</u>
<b>U.S. Agencies</b>							
					<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
					<u>\$ 1,218,928.86</u>	<u>\$ 1,219,600.00</u>	<u>\$ 1,228,390.51</u>



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund <b>236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>41 - Administration</b>											
Program <b>00 - General</b>											
Account <b>521.10 - Group Insurance FSA Administration</b>											
1190 - INFINSOURCE BENEFITS SERVICES	90344653	FBA Monthly Adm Fee- January 2019	Paid by EFT # 12096		01/09/2019	02/19/2019	02/21/2019	02/11/2019	02/21/2019	5.00	
									Account <b>521.10 - Group Insurance FSA Administration</b> Totals	Invoice Transactions 1	<u>5.00</u>
Account <b>521.25 - Group Insurance Life</b>											
1062 - STANDARD INSURANCE COMPANY	020119	Life Insurance Premium- February 2019	Paid by EFT # 12067		02/01/2019	02/19/2019	02/01/2019	02/11/2019	02/01/2019	49.64	
									Account <b>521.25 - Group Insurance Life</b> Totals	Invoice Transactions 1	<u>49.64</u>
Account <b>543 - Legal Service</b>											
1013 - CLARK BAIRD SMITH LLP	10730	Legal Service - Fees Labor	Paid by Check # 153764		12/31/2018	02/04/2019	02/06/2019	01/09/2019	02/06/2019	1,507.50	
									Account <b>543 - Legal Service</b> Totals	Invoice Transactions 1	<u>1,507.50</u>
Account <b>562 - Telephone</b>											
1233 - VERIZON WIRELESS	9222703697	Wireless Phone - Jan 2019	Paid by EFT # 12068		01/21/2019	02/19/2019	01/31/2019	02/12/2019	01/31/2019	107.14	
									Account <b>562 - Telephone</b> Totals	Invoice Transactions 1	<u>107.14</u>
Account <b>571 - Dues &amp; Subscriptions</b>											
1605 - APCO INTERNATIONAL	558539	Membership Dues	Paid by EFT # 12032		01/11/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	53.66	
1605 - APCO INTERNATIONAL	359695/011119	Membership Dues	Paid by EFT # 12033		01/11/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	184.00	
1960 - ILLINOIS GIS ASSOCIATION	6448	Membership Dues	Paid by EFT # 12030		01/01/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	65.00	
									Account <b>571 - Dues &amp; Subscriptions</b> Totals	Invoice Transactions 3	<u>302.66</u>
Account <b>573 - Training &amp; Professional Development</b>											
4702 - ALGONQUIN - LAKE OF THE HILLS FPD	878347714	Training Class	Paid by EFT # 12011		01/03/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	89.45	
1605 - APCO INTERNATIONAL	577673	CCS Student Manual	Paid by EFT # 12035		01/18/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	84.53	
2089 - NATIONAL PUBLIC EMPLOYER LABOR RELATIONS ASSOC	134d1548183750	Employment Law Seminar	Paid by EFT # 12015		01/22/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	195.00	
2089 - NATIONAL PUBLIC EMPLOYER LABOR RELATIONS ASSOC	5bdf1547823811	Employment Law Seminar	Paid by EFT # 12034		01/18/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	195.00	
									Account <b>573 - Training &amp; Professional Development</b> Totals	Invoice Transactions 4	<u>563.98</u>
Account <b>595.05 - Rentals Copier</b>											
1169 - GORDON FLESCH CO INC	IN12497588	Copier Maintenance	Paid by EFT # 12094		01/21/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	151.65	
									Account <b>595.05 - Rentals Copier</b> Totals	Invoice Transactions 1	<u>151.65</u>





# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund <b>236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>41 - Administration</b>										
Program <b>00 - General</b>										
Account <b>599 - Other Contractual Services</b>										
1304 - CITY OF GENEVA	2019-08008012	COG General Fund Wages Chargeable to Tri-Com	Paid by EFT # 12065		02/12/2019	02/19/2019	01/31/2019	02/13/2019	02/12/2019	2,999.81
							Account <b>599 - Other Contractual Services</b> Totals		Invoice Transactions 1	<u>\$2,999.81</u>
							Program <b>00 - General</b> Totals		Invoice Transactions 13	<u>\$5,687.38</u>
							Division <b>41 - Administration</b> Totals		Invoice Transactions 13	<u>\$5,687.38</u>
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>521.10 - Group Insurance FSA Administration</b>										
1190 - INFINSOURCE BENEFITS SERVICES	90344653	FBA Monthly Adm Fee- January 2019	Paid by EFT # 12096		01/09/2019	02/19/2019	02/21/2019	02/11/2019	02/21/2019	35.00
							Account <b>521.10 - Group Insurance FSA Administration</b> Totals		Invoice Transactions 1	<u>\$35.00</u>
Account <b>521.25 - Group Insurance Life</b>										
1062 - STANDARD INSURANCE COMPANY	020119	Life Insurance Premium- February 2019	Paid by EFT # 12067		02/01/2019	02/19/2019	02/01/2019	02/11/2019	02/01/2019	224.23
							Account <b>521.25 - Group Insurance Life</b> Totals		Invoice Transactions 1	<u>\$224.23</u>
Account <b>531.05 - Maintenance Service Building</b>										
1120 - ALL AMERICAN FLAG COMPANY	4619	Service Call	Paid by Check # 153752		01/02/2019	02/04/2019	02/06/2019	01/16/2019	02/06/2019	197.70
4691 - SALT SOLUTIONS INC	0129669	Iron Fighter - Pellet 40#	Paid by Check # 153806		12/13/2018	02/04/2019	02/06/2019	01/18/2019	02/06/2019	98.10
1271 - FOX VALLEY FIRE & SAFETY	IN00233225	Fire Alarm Monitoring Quarterly PSAP	Paid by EFT # 11954		01/15/2019	02/04/2019	02/06/2019	01/23/2019	02/06/2019	135.00
1271 - FOX VALLEY FIRE & SAFETY	IN00233668	Fire Alarm Monitoring Quarterly Tower	Paid by EFT # 11954		01/15/2019	02/04/2019	02/06/2019	01/23/2019	02/06/2019	135.00
1252 - LOWE'S	910460	Sidewalk Salt	Paid by Check # 153792		12/12/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	41.66
1201 - MENDEL PLUMBING & HEATING INC	320820	Sink Repair	Paid by Check # 153794		12/28/2018	02/04/2019	02/06/2019	12/31/2018	02/06/2019	287.00
1201 - MENDEL PLUMBING & HEATING INC	320829	Sink Repair	Paid by Check # 153794		12/28/2018	02/04/2019	02/06/2019	12/31/2018	02/06/2019	218.00
3889 - OTIS ELEVATOR COMPANY	CY17703001	Elevator Hoistway Access	Paid by Check # 153800		12/21/2018	02/04/2019	02/06/2019	01/02/2019	02/06/2019	310.00
1531 - SKIRMONT MECHANICAL CONTRACTORS INC	181085	Sump Pump Replacement	Paid by Check # 153880		01/31/2019	02/19/2019	02/21/2019	02/05/2019	02/21/2019	11,098.44



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund <b>236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>531.05 - Maintenance Service Building</b>										
4362 - WEATHERGUARD ROOFING COMPANY	5736	Roof Maintenance	Paid by Check # 153894		01/17/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	300.00
								Account <b>531.05 - Maintenance Service Building</b> Totals Invoice Transactions 10		<u>\$12,820.90</u>
Account <b>531.10 - Maintenance Service Equipment</b>										
2592 - ILLINI POWER PRODUCTS	SWO022051-1	Generator Service PSAP	Paid by Check # 153783		12/27/2018	02/04/2019	02/06/2019	01/02/2019	02/06/2019	939.29
1022 - CDW GOVERNMENT	QTG5750	Projector Lamp	Paid by EFT # 12079		01/22/2019	02/19/2019	02/21/2019	02/05/2019	02/21/2019	54.72
2592 - ILLINI POWER PRODUCTS	SWO021568-1	Generator Maintenance South St. Tower	Paid by Check # 153854		01/23/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	257.00
2592 - ILLINI POWER PRODUCTS	SWO021569-1	Generator Maintenance Logan	Paid by Check # 153854		01/23/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	265.00
2592 - ILLINI POWER PRODUCTS	SWO021570-1	Generator Maintenance PSAP	Paid by Check # 153854		01/23/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	397.66
								Account <b>531.10 - Maintenance Service Equipment</b> Totals Invoice Transactions 5		<u>\$1,913.67</u>
Account <b>531.30 - Maintenance Service Snow Removal</b>										
1074 - TWIN OAKS LANDSCAPING	SR880596-0002	Snow Removal & Salt Application	Paid by Check # 153888		01/12/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	390.00
								Account <b>531.30 - Maintenance Service Snow Removal</b> Totals Invoice Transactions 1		<u>\$390.00</u>
Account <b>531.40 - Maintenance Service Computer Software</b>										
3139 - COMLABS INC	20425	EmNet Service Annual Maintenance	Paid by Check # 153768		01/04/2019	02/04/2019	02/06/2019	01/04/2019	02/06/2019	684.00
3615 - SHI INTERNATIONAL CORP	B09340834	SmartNet Switch Annual Maintenance	Paid by EFT # 11969		01/07/2019	02/04/2019	02/06/2019	01/15/2019	02/06/2019	2,140.45
1821 - GODADDY.COM	1427117726	SSL Certificate	Paid by EFT # 12031		01/11/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	52.49
3153 - SENDGRID	INV03814885	Email Relay Service	Paid by EFT # 12024		01/01/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	29.95
3575 - SUPERION	225724	One Solution Annual Maintenance Fee -MCT	Paid by EFT # 12115		01/29/2019	02/19/2019	02/21/2019	02/05/2019	02/21/2019	1,400.00
								Account <b>531.40 - Maintenance Service Computer Software</b> Totals Invoice Transactions 5		<u>\$4,306.89</u>
Account <b>531.95 - Maintenance Service Other Maintenance Service</b>										
1297 - PREON INC	1900106	UPS Battery Maintenance	Paid by Check # 153874		01/18/2019	02/19/2019	02/21/2019	01/24/2019	02/21/2019	1,425.00
								Account <b>531.95 - Maintenance Service Other Maintenance Service</b> Totals Invoice Transactions 1		<u>\$1,425.00</u>
Account <b>544 - Medical Service</b>										
1076 - TYLER MEDICAL SERVICES	403304	Pre-Employment Drug Screen & Physical	Paid by EFT # 11978		01/03/2019	02/04/2019	02/06/2019	01/07/2019	02/06/2019	129.00



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
<b>Fund 236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>544 - Medical Service</b>											
1076 - TYLER MEDICAL SERVICES	403578	Pre-Employment Drug Screen & Physical	Paid by EFT # 11978		01/14/2019	02/04/2019	02/06/2019	01/18/2019	02/06/2019	129.00	
									Account <b>544 - Medical Service</b> Totals	Invoice Transactions 2	<u>\$258.00</u>
Account <b>546 - Janitorial Service</b>											
3346 - CITYWIDE BUILDING MAINTENANCE	30965	Cleaning Services - February 2019	Paid by EFT # 12081		02/01/2019	02/19/2019	02/21/2019	02/08/2019	02/21/2019	1,643.92	
									Account <b>546 - Janitorial Service</b> Totals	Invoice Transactions 1	<u>\$1,643.92</u>
Account <b>559 - Other Professional Services</b>											
2166 - CONRAD POLYGRAPH INC	3225	Pre-Employment Polygraph - 3	Paid by EFT # 11949		12/29/2018	02/04/2019	02/06/2019	12/31/2018	02/06/2019	390.00	
4135 - DIRECTV	35653389886	Satellite TV Service	Paid by Check # 153773		12/26/2018	02/04/2019	02/06/2019	01/02/2019	02/06/2019	63.99	
4530 - BACKGROUNDS ONLINE	509324	Applicant Background Checks	Paid by EFT # 12025		12/31/2018	02/19/2019	02/22/2019	01/29/2019	02/22/2019	159.90	
2166 - CONRAD POLYGRAPH INC	3248	Pre-Employment Polygraph	Paid by EFT # 12084		02/01/2019	02/19/2019	02/21/2019	02/01/2019	02/21/2019	130.00	
4135 - DIRECTV	35815107736	Satellite TV Service	Paid by Check # 153841		01/26/2019	02/19/2019	02/21/2019	02/04/2019	02/21/2019	66.99	
1220 - STANARD & ASSOCIATES INC	SA000039985	Pre-Employment Psychological Exam (2)	Paid by Check # 153881		01/31/2019	02/19/2019	02/21/2019	02/08/2019	02/21/2019	790.00	
									Account <b>559 - Other Professional Services</b> Totals	Invoice Transactions 6	<u>\$1,600.88</u>
Account <b>562 - Telephone</b>											
1004 - CALL ONE	Tricom011519	Phone Service	Paid by EFT # 11946		01/15/2019	02/04/2019	02/06/2019	01/15/2019	02/06/2019	30,310.92	
									Account <b>562 - Telephone</b> Totals	Invoice Transactions 1	<u>\$30,310.92</u>
Account <b>565 - Internet</b>											
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1913007	Internet & LEADS Access	Paid by Check # 153809		12/17/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	1,027.71	
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1916151	Internet & LEADS Access	Paid by Check # 153882		01/15/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	1,027.71	
									Account <b>565 - Internet</b> Totals	Invoice Transactions 2	<u>\$2,055.42</u>
Account <b>571 - Dues &amp; Subscriptions</b>											
1605 - APCO INTERNATIONAL	359695/011119	Membership Dues	Paid by EFT # 12033		01/11/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	92.00	
									Account <b>571 - Dues &amp; Subscriptions</b> Totals	Invoice Transactions 1	<u>\$92.00</u>
Account <b>572 - Travel &amp; Meals</b>											
3533 - CALIFORNIA PIZZA KITCHEN	273/1	Training Lunch	Paid by EFT # 12036		01/21/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	113.98	
									Account <b>572 - Travel &amp; Meals</b> Totals	Invoice Transactions 1	<u>\$113.98</u>



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
<b>Fund 236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>573 - Training &amp; Professional Development</b>											
1005 - CITY OF ST CHARLES	IN6698	CPR Class (2)	Paid by Check # 153763		01/18/2019	02/04/2019	02/06/2019	01/23/2019	02/06/2019	80.00	
1605 - APCO INTERNATIONAL	575698	PST Recertification	Paid by EFT # 12010		12/28/2018	02/19/2019	02/22/2019	01/29/2019	02/22/2019	30.00	
1605 - APCO INTERNATIONAL	576181	CTO Recertification	Paid by EFT # 12013		01/04/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	30.00	
1605 - APCO INTERNATIONAL	577673	CCS Student Manual	Paid by EFT # 12035		01/18/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	169.06	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	186861	EMD Renewal Fee	Paid by EFT # 12039		01/09/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	21.00	
1466 - MABAS DIVISION 13	878571185	Training Summit	Paid by EFT # 12014		01/04/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	250.00	
									Account <b>573 - Training &amp; Professional Development</b> Totals	Invoice Transactions 6	<b>\$580.06</b>
Account <b>581.05 - Utilities Electric</b>											
1005 - CITY OF ST CHARLES	Tricom011519	Utilities - Electric & Sewer	Paid by Check # 153763		01/15/2019	02/04/2019	02/06/2019	01/15/2019	02/06/2019	2,211.57	
									Account <b>581.05 - Utilities Electric</b> Totals	Invoice Transactions 1	<b>\$2,211.57</b>
Account <b>581.10 - Utilities Natural Gas</b>											
1373 - NICOR GAS 0632	9305123193/1218	Gas Services - 3823 Karl Madsen Dr	Paid by Check # 153797		12/27/2018	02/04/2019	02/06/2019	01/02/2019	02/06/2019	424.80	
1373 - NICOR GAS 0632	8152828017/0119	Gas Services - 1850 South St	Paid by Check # 153872		01/22/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	98.54	
1373 - NICOR GAS 0632	9305123193/0119	Gas Services - 3823 Karl Madsen Dr	Paid by Check # 153872		01/25/2019	02/19/2019	02/21/2019	02/04/2019	02/21/2019	339.88	
									Account <b>581.10 - Utilities Natural Gas</b> Totals	Invoice Transactions 3	<b>\$863.22</b>
Account <b>581.20 - Utilities Water/Sewer</b>											
1005 - CITY OF ST CHARLES	Tricom011519	Utilities - Electric & Sewer	Paid by Check # 153763		01/15/2019	02/04/2019	02/06/2019	01/15/2019	02/06/2019	53.66	
									Account <b>581.20 - Utilities Water/Sewer</b> Totals	Invoice Transactions 1	<b>\$53.66</b>
Account <b>595.95 - Rentals Miscellaneous</b>											
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1913007	Internet & LEADS Access	Paid by Check # 153809		12/17/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	580.00	
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1916151	Internet & LEADS Access	Paid by Check # 153882		01/15/2019	02/19/2019	02/21/2019	01/28/2019	02/21/2019	580.00	
									Account <b>595.95 - Rentals Miscellaneous</b> Totals	Invoice Transactions 2	<b>\$1,160.00</b>
Account <b>599 - Other Contractual Services</b>											
4624 - GOVTEMPSUSA LLC	2684790	Human Resource Consultant 5 Hours	Paid by Check # 153779		12/20/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	455.00	
4624 - GOVTEMPSUSA LLC	2693499	Human Resource Consultant 2 Hours	Paid by Check # 153779		01/03/2019	02/04/2019	02/06/2019	01/22/2019	02/06/2019	182.00	



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Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund <b>236 - Tri-Com</b>											
Department <b>85 - Dispatch Services</b>											
Division <b>86 - Operations</b>											
Program <b>00 - General</b>											
Account <b>599 - Other Contractual Services</b>											
1774 - MOTOROLA SOLUTIONS INC	399751232018	Starcom Radio Usage	Paid by EFT # 11963		01/01/2019	02/04/2019	02/06/2019	01/15/2019	02/06/2019	44.00	
									Account <b>599 - Other Contractual Services</b> Totals	Invoice Transactions 3	<u>\$681.00</u>
Account <b>621 - Office Supplies</b>											
1031 - OFFICE DEPOT	010319	Office Supplies - TriCom	Paid by EFT # 12012		01/03/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	22.98	
1031 - OFFICE DEPOT	256074986-001	Office Supplies - TriCom	Paid by EFT # 12026		01/07/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	23.99	
1031 - OFFICE DEPOT	255952683-001	Office Supplies - TriCom	Paid by EFT # 12027		01/07/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	11.99	
1031 - OFFICE DEPOT	256074770-001	Office Supplies - TriCom	Paid by EFT # 12028		01/07/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	35.97	
1031 - OFFICE DEPOT	255954348-001	Office Supplies - TriCom	Paid by EFT # 12029		01/07/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	34.99	
1031 - OFFICE DEPOT	264453451-001	Office Supplies - TriCom	Paid by EFT # 12037		01/23/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	6.31	
1031 - OFFICE DEPOT	564452900-001	Office Supplies - TriCom	Paid by EFT # 12038		01/23/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	81.50	
									Account <b>621 - Office Supplies</b> Totals	Invoice Transactions 7	<u>\$217.73</u>
Account <b>623 - Office Furniture</b>											
4694 - LAACKE & JOYS CO	10127	Office Chair	Paid by Check # 153790		10/15/2018	02/04/2019	02/06/2019	01/16/2019	02/06/2019	1,359.00	
									Account <b>623 - Office Furniture</b> Totals	Invoice Transactions 1	<u>\$1,359.00</u>
Account <b>624.95 - Operating Supplies Other Operating Supplies</b>											
3994 - CENTURY SPRINGS	2077941	Water Service	Paid by Check # 153760		12/07/2018	02/04/2019	02/06/2019	12/31/2018	02/06/2019	30.80	
3994 - CENTURY SPRINGS	2090632	Water Service	Paid by Check # 153760		12/21/2018	02/04/2019	02/06/2019	12/31/2018	02/06/2019	44.70	
3994 - CENTURY SPRINGS	2096344	Water Service	Paid by Check # 153760		12/28/2018	02/04/2019	02/06/2019	12/31/2018	02/06/2019	28.50	
3994 - CENTURY SPRINGS	2099813	Water Service	Paid by Check # 153833		01/04/2019	02/19/2019	02/21/2019	02/01/2019	02/21/2019	37.75	
3994 - CENTURY SPRINGS	2111763	Water Service	Paid by Check # 153833		01/18/2019	02/19/2019	02/21/2019	02/01/2019	02/21/2019	51.65	
									Account <b>624.95 - Operating Supplies Other Operating Supplies</b> Totals	Invoice Transactions 5	<u>\$193.40</u>
Account <b>626 - Janitorial Supplies</b>											
1252 - LOWE'S	911186	Janitorial Supplies	Paid by Check # 153792		12/04/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	29.00	

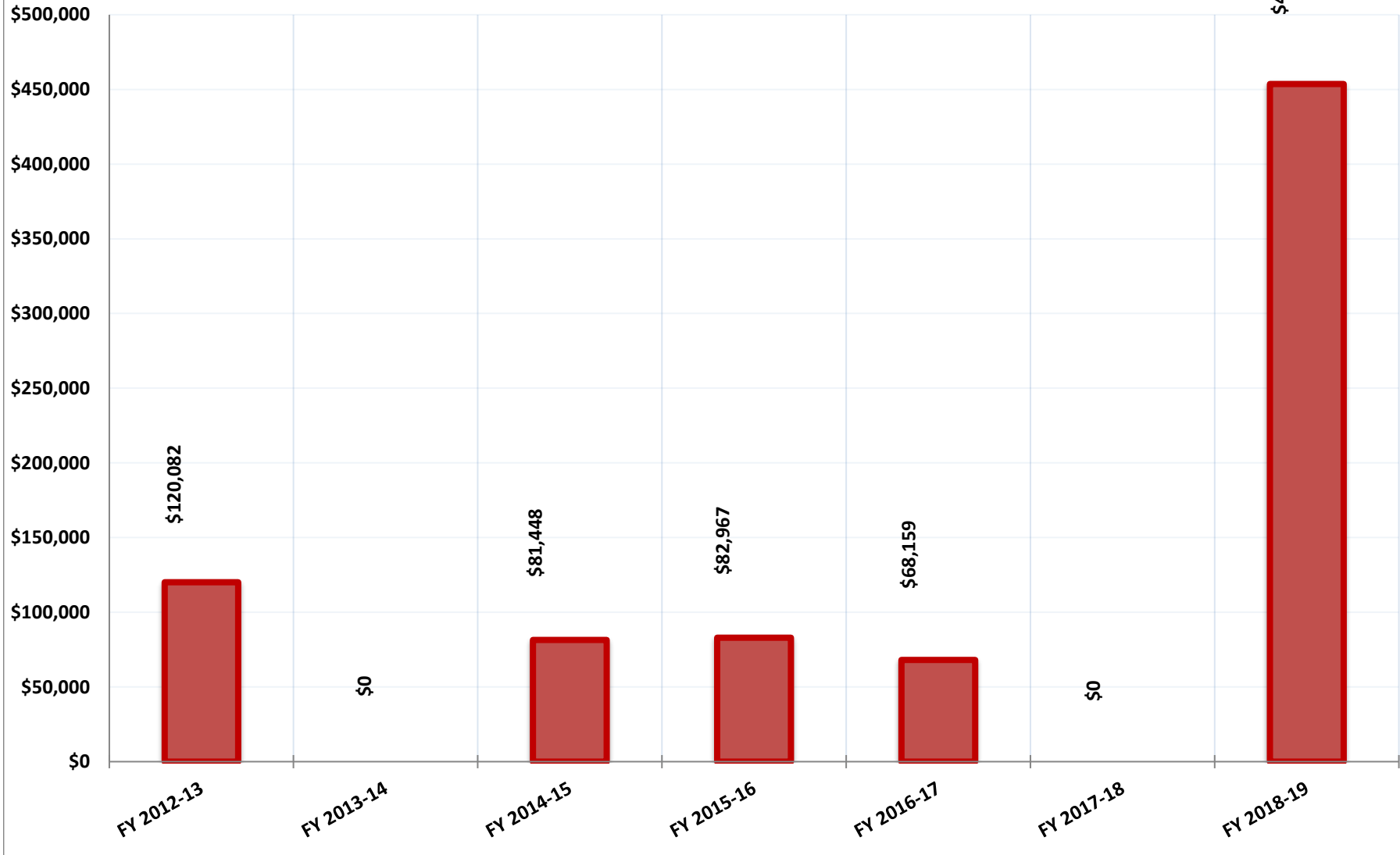


# Accounts Payable by G/L Distribution Report

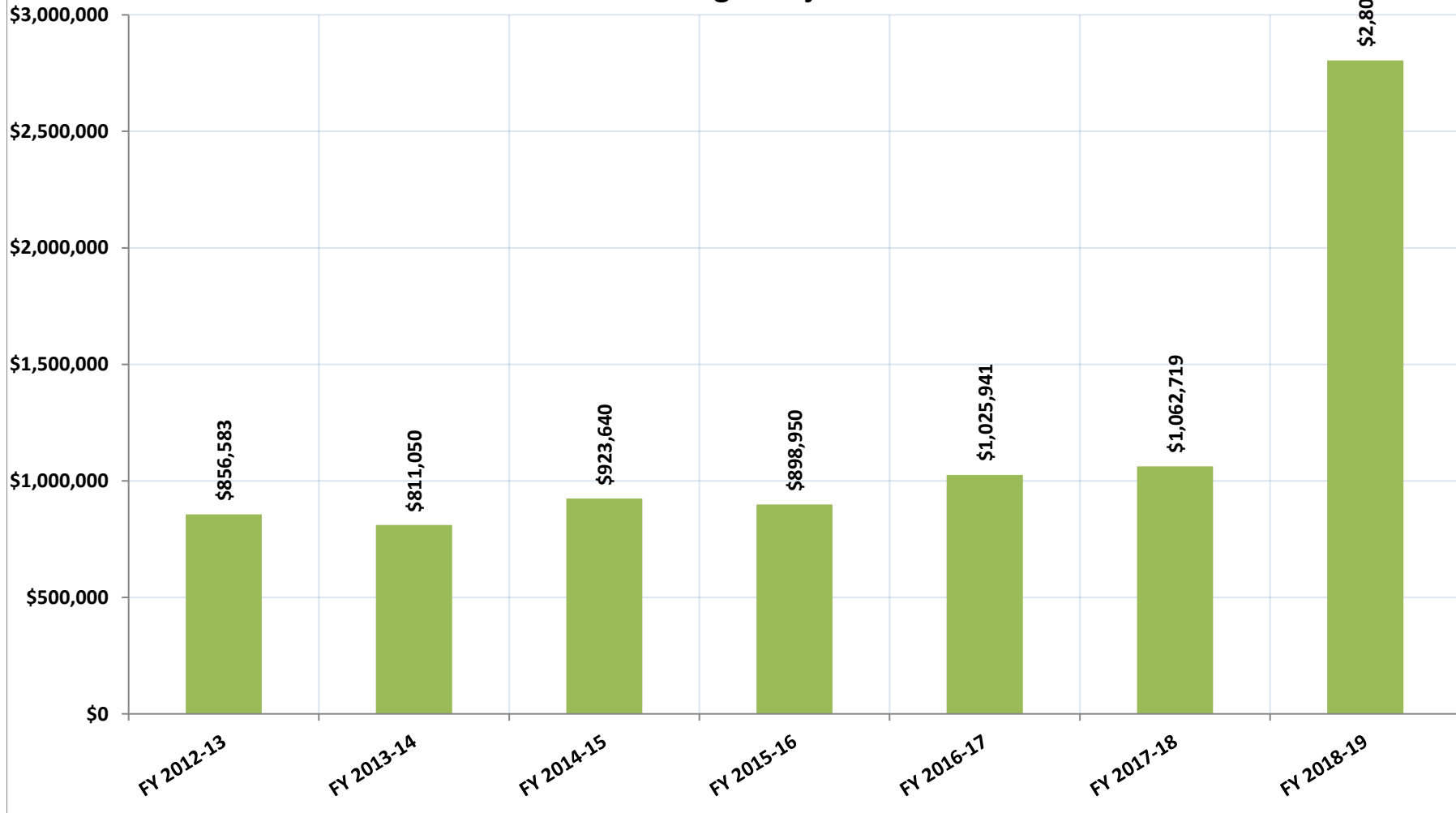
Invoice Due Date Range 02/01/19 - 02/28/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>626 - Janitorial Supplies</b>										
1252 - LOWE'S	909860	Janitorial Supplies	Paid by Check # 153792		12/27/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	26.07
1252 - LOWE'S	911417	Janitorial Supplies	Paid by Check # 153792		12/31/2018	02/04/2019	02/06/2019	01/07/2019	02/06/2019	19.63
1031 - OFFICE DEPOT	255954348-001	Office Supplies - TriCom	Paid by EFT # 12029		01/07/2019	02/19/2019	02/22/2019	01/29/2019	02/22/2019	19.98
1252 - LOWE'S	910317-A	Janitorial Supplies	Paid by Check # 153864		01/14/2019	02/19/2019	02/21/2019	02/08/2019	02/21/2019	83.82
							Account <b>626 - Janitorial Supplies</b> Totals		Invoice Transactions 5	<u>\$178.50</u>
Account <b>631.05 - Clothing Allowance</b>										
1392 - KOHL'S	318852	Uniform Allowance	Paid by Check # 153863		01/25/2019	02/19/2019	02/21/2019	01/25/2019	02/21/2019	40.00
1197 - LANDS END BUSINESS OUTFITTERS	SIN7119172	Uniform Allowance	Paid by EFT # 12098		01/29/2019	02/19/2019	02/21/2019	02/08/2019	02/21/2019	45.95
							Account <b>631.05 - Clothing Allowance</b> Totals		Invoice Transactions 2	<u>\$85.95</u>
							Program <b>00 - General</b> Totals		Invoice Transactions 74	<u>\$64,774.90</u>
Program <b>95 - Capital Outlay</b>										
Account <b>835 - Computer Equipment</b>										
1039 - KANE COUNTY GOVERNMENT	FY2019-014	Desk Phone & Port Switch	Paid by Check # 153789		01/19/2019	02/04/2019	02/06/2019	01/16/2019	02/06/2019	4,924.00
1022 - CDW GOVERNMENT	QLD7816	Computer Memory	Paid by EFT # 11947		12/19/2018	02/04/2019	02/06/2019	01/02/2019	02/06/2019	422.52
1953 - INSIGHT PUBLIC SECTOR INC	1100642387	GIS Server Storage	Paid by EFT # 11961		01/14/2019	02/04/2019	02/06/2019	01/23/2019	02/06/2019	309.42
1953 - INSIGHT PUBLIC SECTOR INC	1100642266	GIS Hard Drive	Paid by EFT # 11961		01/13/2019	02/04/2019	02/06/2019	01/18/2019	02/06/2019	248.14
							Account <b>835 - Computer Equipment</b> Totals		Invoice Transactions 4	<u>\$5,904.08</u>
							Program <b>95 - Capital Outlay</b> Totals		Invoice Transactions 4	<u>\$5,904.08</u>
							Division <b>86 - Operations</b> Totals		Invoice Transactions 78	<u>\$70,678.98</u>
							Department <b>85 - Dispatch Services</b> Totals		Invoice Transactions 91	<u>\$76,366.36</u>
							Fund <b>236 - Tri-Com</b> Totals		Invoice Transactions 91	<u>\$76,366.36</u>
							Grand Totals		Invoice Transactions 91	<u>\$76,366.36</u>

**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Comparison for February  
FY 2012-13 Through 2018-19**

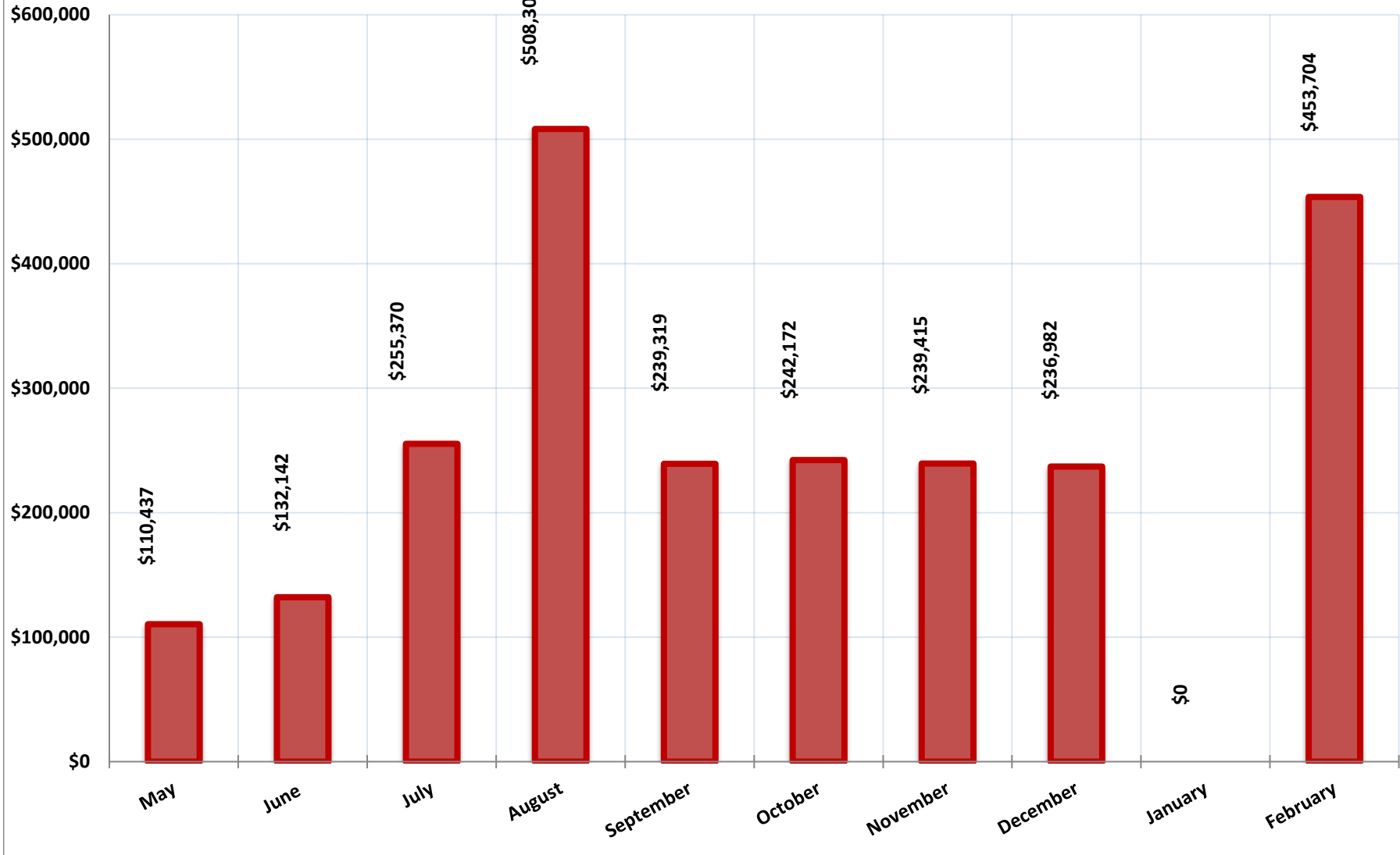


**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Annual Comparison  
FY 2012-13 Through Projected 2018-19**





**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Revenue  
FY 2018-19**





**PREPARED BY**  
NICOLE L. LAMELA

# Board of Directors



Fire Chief  
Randy Deicke, BFD  
Chairman



Police Chief  
James Keegan, SCPD  
Vice Chairman



Fire Chief  
Joe Schelstreet, SCFD



Police Chief  
Daniel Eul, BPD



Police Chief  
Eric Passarelli, GPD



Fire Chief  
Michael Antenore, GFD



Police Chief  
Jerry Krawczyk, SEPD



Police Chief  
Patrick Rollins, SGPD



Alderman  
William Turner, COSC



Alderman  
Mike Bruno, COG



Alderman  
TBD, City of Batavia

# Who We Serve



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# Executive Summary

Nicole L. Lamela, Executive Director



The Tri-Com annual report is a summary of 2018 activities, events prepared for our member agencies, and the citizens we serve.

This report highlights our history, organization, annual statistics, and accomplishments.

## History of Tri-Com

Tri-Com is an intergovernmental agency that was formed in 1976 to provide public safety communications to police, fire and EMS agencies. In 2018, Tri-Com served seven (7) law enforcement and six (6) Fire/EMS agencies and approximately 125,000 residents throughout those communities.



Tri-Com receives requests for police, fire and EMS via 9-1-1, ten-digit emergency phone lines and text messaging. In 2018, Tri-Com dispatched 118,411 calls for service and answered 136,742 phone calls.



## Organization

Tri-Com is made up of 2 departments: Administrative and Operations.

Administration consists of the Executive Director, Deputy Director, Training Coordinator, IT Manager, CAD Administrator, GIS Analyst and an Administrative Assistant; these positions are supervised by the Executive Director.

The Deputy Director directs the operations department. A Shift Supervisor is responsible for each of the three (3) shifts and the Telecommunicators on the shift.

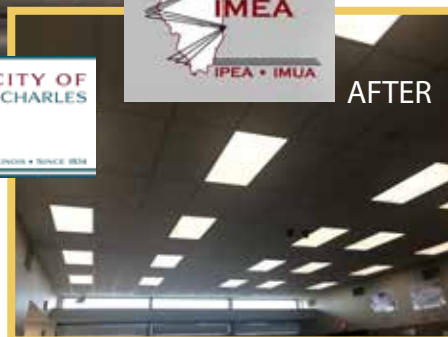
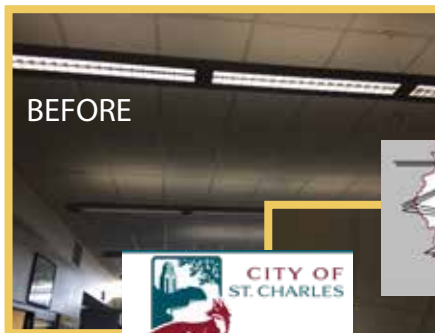
Tri-Com is approved for 16 Telecommunicators and 4 Supervisors; they are responsible for handling all of the incoming calls from citizens and field units.



## Building Improvements

As the facility reached its 13th year, some improvements were necessary to accommodate the growing staff.

- The kitchen was renovated to allow for more refrigerated and dry storage and new appliances.
- New lockers were installed in the locker room along with a small pullout couch so that staff had somewhere to go while on break away from the dispatch floor.
- The dispatch center lights were replaced with the financial assistance of a grant from the St Charles/IMEA EE Program. The lights that were replaced were fluorescent and new LEDs that are more energy efficient, and better for the staff's eyes were installed.



- A new work area was created for the GIS Analyst in the multi-purpose room.



- The HVAC system was also cleaned thoroughly for the entire building and the original sump pumps from 2008-2009 were replaced.





## Accomplishments

In January 2018, the St Charles Fire Department, in collaboration with Tri-Com wrote an AFG regional grant to enable the fire departments to purchase StarCom radios. On July 27th, St Charles Fire was notified that we were awarded 1.398 million dollars. This grant was the largest funded in any of the three rounds for the year. In September 2018 after a great deal of time and work from the agencies and Tri-Com, a contract was signed with Motorola to move both the law enforcement and fire/EMS radio platforms to StarCom21. This project should go live in 3rd Quarter of 2019.



## Employee Recognition

In 2018 Andrew Kunstler was nominated and voted as the Employee of the Year. The award was given to Andrew on Telecommunicator week. This week is the third week in April, and the Telecommunicators are celebrated for their hard work and accomplishments. Along with the title of Employee of the year, the Telecommunicator also is asked to pick a charity in which "casual day" monies are donated. Andrew's charity was the Anthony Rizzo Family Foundation.



## Service Awards

Several of our staff members were acknowledge for their years of dedicated service to our organization.



Kelly Davis



Lisa Classen



Shevon Sherod-Ramirez



Tammy Kleveno



Signe Thomas

# Operations



Sarah L. Stoffa, Deputy Director

Our focus in 2018 was staffing. We successfully filled the position of Training Coordinator that had been vacant since August 2017.

A decision to begin succession planning was made and a fourth supervisor was hired with this year. This supervisor is in his probationary period but will be fully trained and ready to assume the role when our most senior supervisor retires next year. This will allow Tri-Com to make a smooth transition in this area and not drop below staffing requirements for supervisors.

Throughout the year, management staff assisted with working almost 700 hours at console positions to help alleviate staffing shortage

One of our most important milestones during 2018 was our partnership with the Northwestern Medicine Mobile Stroke Unit. Tri-Com agencies began using the Mobile Stroke Unit on April 9, 2018. Through training and coordination between Tri-Com, our Fire Departments and Northwestern the Mobile Stroke Unit has been used 125 times.



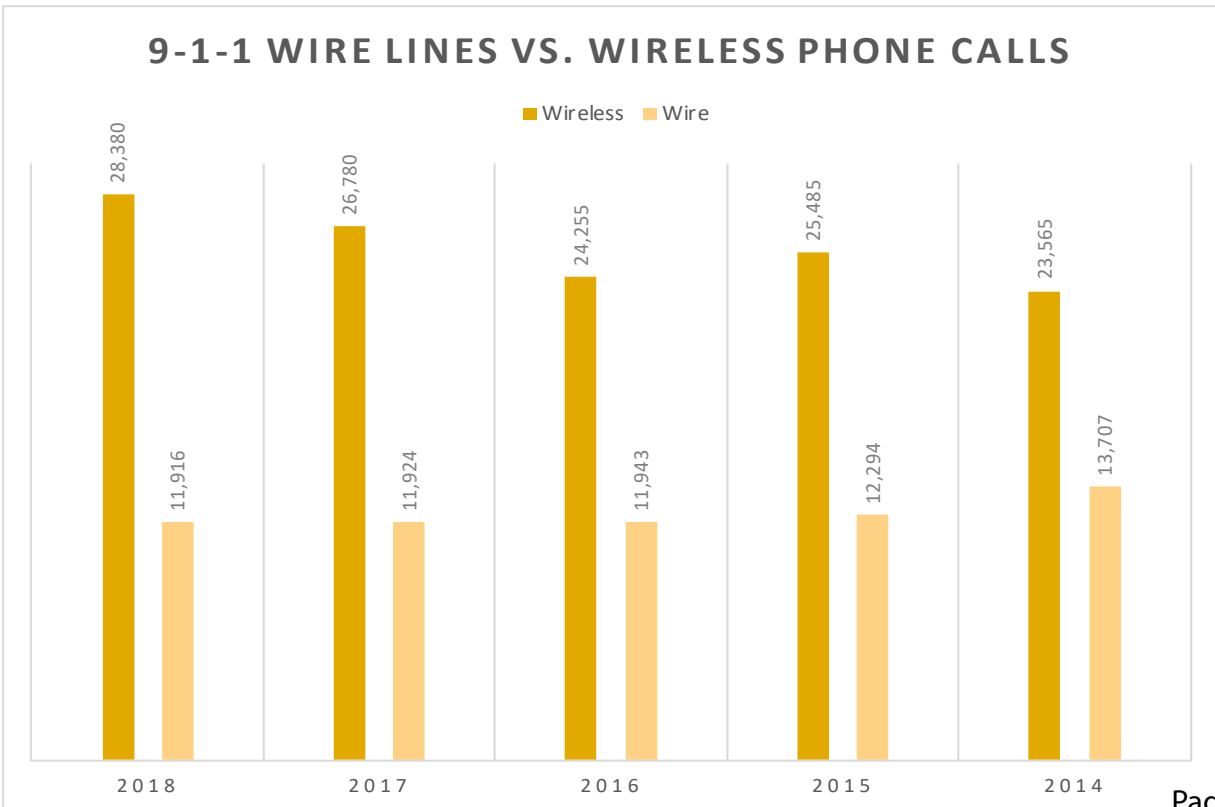
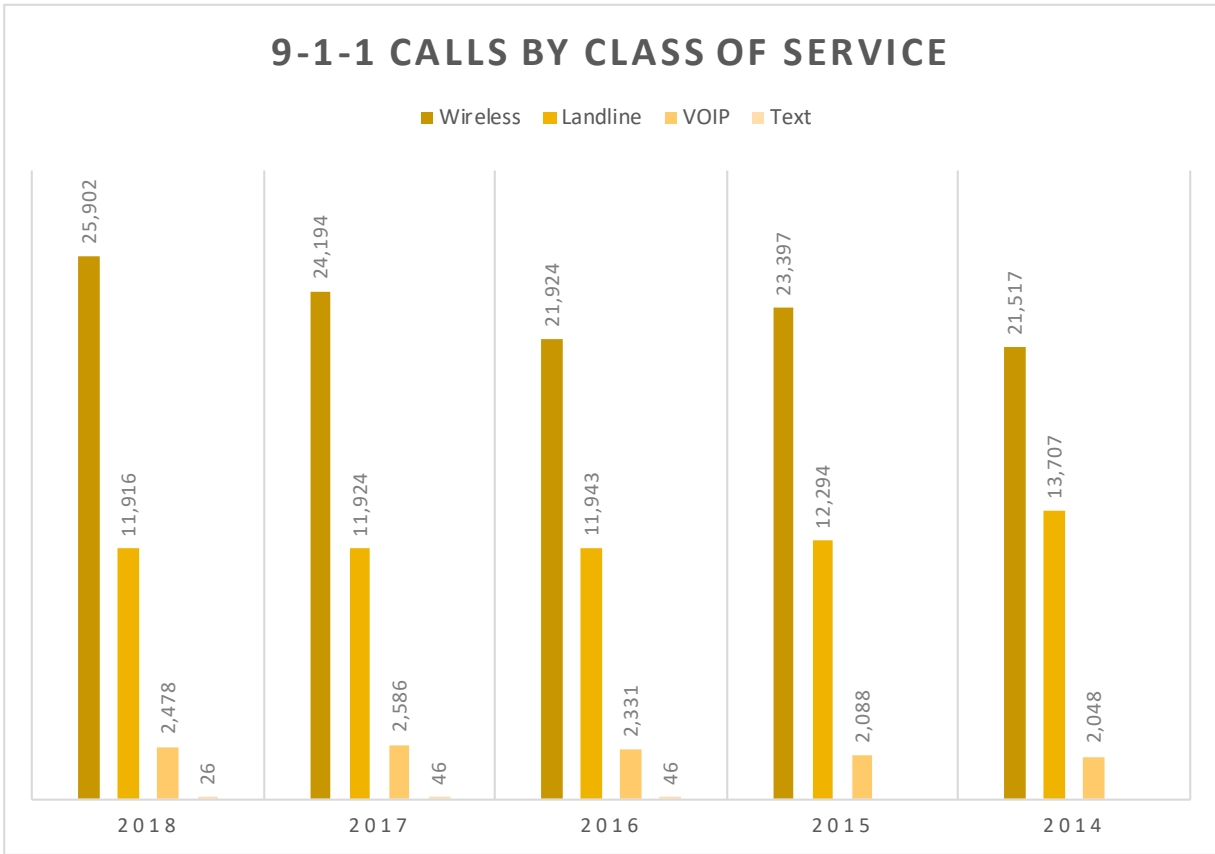
Tri-Com hosts monthly and bi-monthly meetings with our Fire and Police Operations Chiefs. During these meeting directives and operations are discussed and updated with feedback. This process allowed for Tri-Com to create more efficient processes.



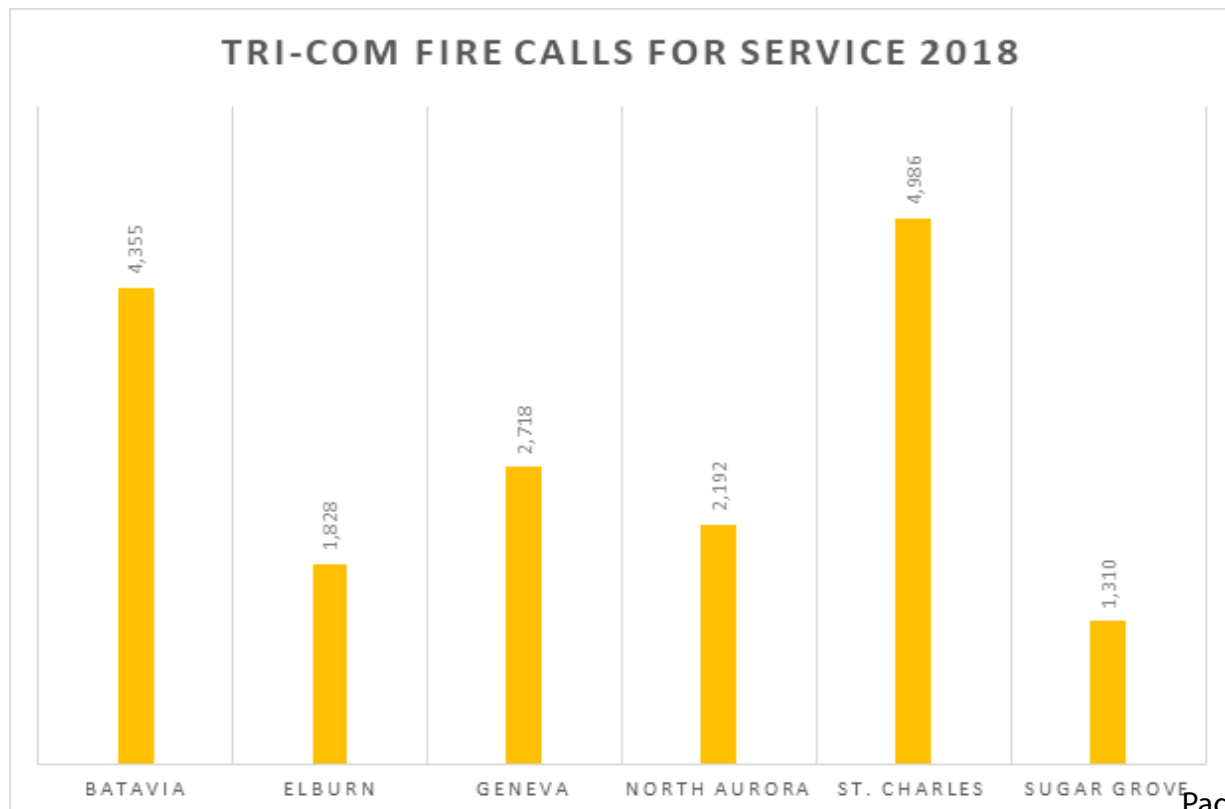
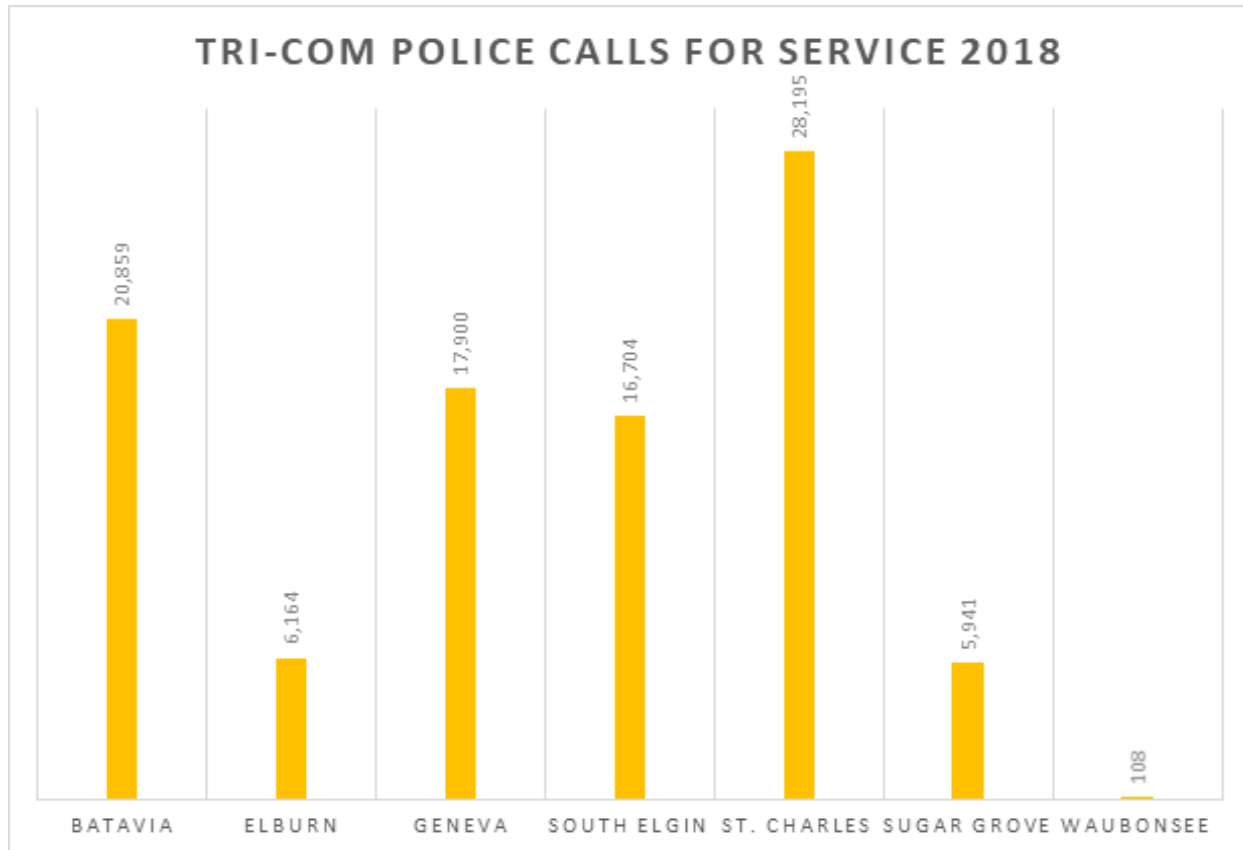
Tri-Com's administrators were invited to participate in multiple training opportunities and drills in 2018, including the Joint Counterterrorism Awareness Workshop hosted by the City of Aurora and the City of Naperville.



# 2018 9-1-1 Phone Statistics



# 2018 Police and Fire Agency Statistics



# Training

Tiffany L. Myers, Training Coordinator

One of the biggest challenges for 2018 was training. With the staffing shortage, external training was almost impossible.

Conferences, drills, external continuing education classes and seminars were few and far between.

Coming up in 2019, staff will be given new in-house monthly training for each quarter. This training will include reviewing a select number of Directives, call guide cards and every EMD card. There will also be specific training for Supervisors and CTOs on select months throughout the year.

Tri-Com participated in a tabletop exercise with the Village of South Elgin. The exercise scenario was for an armed assailant. Tri-Com also did training with Elgin and QuadCom 9-1-1 centers for this exercise.



## Training Topics Included:

- New Hire Training
- Protocol Training
  - APCO Public Safety Telecommunicator
  - APCO Emergency Medical Dispatch
  - APCO Fire Service Communications
  - Quality Assurance
- Online Training
  - Police Legal Science
  - PEI
- Viper CPE Training
- LEFTA Training
- Target Solutions
- Guardian Tracking
- CPR Training
- Agency Ride-A-Longs

Type	CAD Events
Police	95,871
Fire	17,389
<b>Total</b>	<b>113,260</b>

2018 Training Hours	
Training Category	Hours
New Hire Classroom/ Phones/ Radio	4,600
Conferences/ Training	24
In-House CE/ Classes	344
External CE/ Classes	344
Systems Training	30
<b>Total</b>	<b>5,326</b>



## New Hires



The training program that was in place for new hires was inoperable. The Board of Directors set goals for the Director and myself, to make the training program more efficient and shorten the hiring & training phases. The program was then reviewed and revamped. The overhaul of changes that were made were shortening the time for each phase, goals and tasks for the phases were merged together and resources with answer keys were created. Lastly, the APCO Public Safety Telecommunicator, APCO Emergency Medical Dispatch and APCO Fire Service Communications classes were very basic and not to our agency needs. We created lesson plans along with resources specific to Tri-Com Central Dispatch and our operations.

The weeks that were shortened in the different phases were the following:

Phase II Call Taking – 8 weeks to 6 weeks. Keeping in mind that each trainee trains differently, those 2 weeks can easily be an extension to their call taking phase with no fault of their own. It was shortened due to the continuous call taking skills that are used during the police and fire phases.

Phase III Police Dispatch – This phase went from 7 weeks down to 6 weeks. This was due to continual police dispatch hours during their phase IV of Fire Dispatch. Additionally, it was noted that the Police Dispatch phase was the most repetitive phase and most of our agencies have the same ways of Police Dispatch.

Phase IV Fire Dispatch – 9 weeks to 8. Goals and Tasks were merged together to create a straightforward approach to the trainee's binders.

This will help each week to determine if a trainee is meeting their expected goals or not. The Goals and Tasks also outline where to locate the resource to reflect each goal. This assists with recognizing which week the trainee is within the training phase.

Lastly, a binder of resources with an answer key was created to assist the CTOs and Supervisors. This helps CTOs and Supervisors have a clear answer on each question to a quiz and/or exam.

Since being hired in May 2018, I have been part of hiring a total of (6) trainees. Out of those (6) trainees, (3) have successfully completed the training phase and are currently in probationary status, (2) resigned and (1) trainee was terminated.

When a trainee completes the training phase and moves into probationary phase, there is now a newly created form that is required each month. The form is called S.M.O.R. (Supervisor's Monthly Observation Report). This is completed at the beginning of each month for the month prior to the report. This report shows call reviews completed that month and any other logged information pertaining to good and/or bad performance. This information is similar to the daily observations given in training, except it's only given once a month. After it is completed, it is reviewed and acknowledged by both the probationary employee and the Training Coordinator.

As 2018 came to a close, we were staffed with 14 full time telecommunicators. We are slated to have (20) full time telecommunicators. A goal for 2019 is to have the remaining (3) open slots filled with new hires and be up to full staff by the end of 2019.

## Computer Aided Dispatch (CAD)

Tammy M. Kleveno, CAD Administrator



The CAD Administrator's main responsibility is managing the Computer Aided Dispatch System and Mobile Computer software utilized in the field. The Administrator manages the permissions and access of the devices and user rights. She works closely with the I.T. staff for each member agency and assists with installations, updates, troubleshooting and maintenance. 2018 was a big year for mobile software and the upgrades achieved have taken accessibility and usefulness of data in the field to the next level. Software is always being enhanced and through testing and user feedback, we have been able to grow the application with our needs and for our needs.

The following illustrate the progress or completion of projects managed by CAD Administrator in 2018.



- Implemented 3D Turn-by-Turn navigation in the legacy mobile computing product to bridge routing needs for fire agencies until deployment of the next mobile computing platform was implemented and rolled out to field units.
- Completed System Administration training on the new OneSolution Mobile Computer Terminal software and successfully deployed the program in Tri-Com's training environment.
- Created a user-led, agency specific Train-the-trainer class on OneSolution MCT that was presented to both Police and Fire SMEs. Those SMEs were then responsible for updating training for their departments.
- Worked with our I.T. staff and Central Square Technologies to ready an install packet that could be easily downloaded and shared with Tri-Com's agencies allowing them to install the new One Solution MCT client on tablets and devices in preparation for training and implementation.
- Designated and assigned new device IDs for each desktop, mobile laptop or tablet that would be installing the new client. Distributed these IDs to those responsible for installing the new client software.
- Worked with individuals tasked with installing the client closely and was readily available to troubleshoot any issues that might arise. Happy to report that very few issues needed troubleshooting. Was "online" via MCT during the first 10 days of cut over to answer questions directly from field units when necessary as they acclimated to the new software.
- Worked closely with several fire agencies to review, analyze and build major response changes for their department. Responses were configured and put through a QA process. Each cut over to the new changes took effect with little to no adjustments needed.
- Worked with member police agencies and consultant for Kane County Circuit Clerk to acquire a Name and Vehicle Bank Export. This interface will allow a 3rd-party program to utilize encrypted information to populate an e-ticketing program purchased by the County and further the ease of process of uploading data to the Circuit Clerk for processing. The interface will also allow other 3rd-party applications such as crash reporting to access vehicle and driver information easily in the field.
- Assisted management with staffing shortages through an MOU with the Union to allow the CAD Administrator to work hours at the dispatcher console as a call taker. 175.5 hours were worked in conjunction with regularly assigned duties and projects during 2018.

## Geographic Information Systems

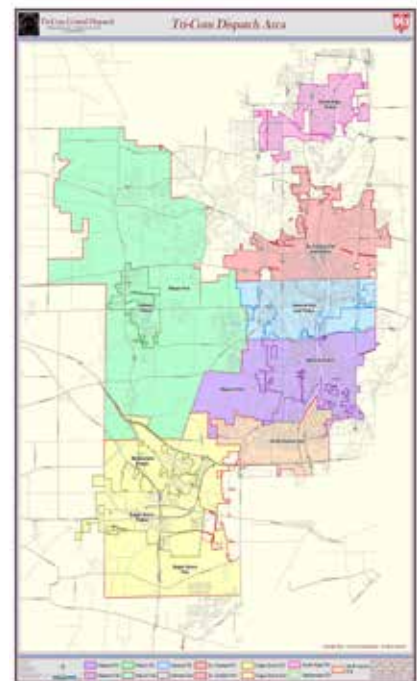
Kristina L. Rohrbach, GIS Analyst



GIS is a vital component of the day to day operations at Tri-Com and in 2018 a full-time GIS Analyst position was created. The Central Square OneSolution CAD system at Tri-Com operates using GIS data, as well as the mobile and peripheral systems that Tri-Com supports.

Over the past year, GIS has assisted every agency in numerous ways.

- Daily address point and centerline corrections or additions
- Update Law and Fire Layers for CAD
- Data Exports for use in New World RMS
- Continued development of Portal for ArcGIS which will contain interactive maps, groups and some will be accessible to the public.
- Created custom maps for Police and Fire agencies throughout the year for use in various projects
- Assisted several Fire Departments with GIS data and Mapping needs for ISO
- Data adjustments due to annexations throughout the year for various municipalities
- Create new building footprints for new construction of buildings, subdivisions, etc.
- Review data received quarterly from Kane County GIS and update any new data as needed
- Created custom training maps including maps of schools, churches and map books



Since GIS is always evolving and changing, it is important to stay on top of the technology. Therefore, GIS attended in October 2018 the yearly ILGISA conference in Naperville, Illinois, as well as took numerous free webinars and courses.



2018 Support Service Help Tickets	
CAD	188
GIS	337
IT	17
Phone	22
Radio	11
Mobiles	12
<b>Total</b>	<b>587</b>

## Information Technologies (IT)

Mark E. Marzetta, IT Manager



Tri-Com's Information Technologies department is the central hub of network communications connecting all of our various agencies for information sharing and interoperability.

IT implements, manages and supports various technologies used to provide our critical dispatch services including CAD and Mobile data services.

2018 was a productive year in IT. The following are highlights of progress to projects completed during the year:

- Windows Updates to CAD/GIS servers.
- Managed new Fiber circuit installation, included replacing old LEADS and adding new ISP
- Firewall Configurations for new Internet connectivity and to replace all St. Charles Public IP's with new ICN IP's. Also new VPN for remote access for Admin staff.
- Several PCs upgraded to Windows 7.
- Replaced old CCTV recorder and 2 cameras with New.
- Created virtual server and SSL for Mobile Training
- Upgraded software versions to newest releases
- Created new VM with Windows Server 2016 and SQL 2016 for SharePoint and migrated info over from old server.
- Configured Windows SMTP Relay and redirected alerts for several programs to the new relay.
- Cloned new server to be used by GIS in future. Reconfigured storage for GIS
- Virtual servers created and configures with SSL specifically for new OneSolution MCT
- Decommissioned and retired old servers from Motorola CAD, SMTP and Reporting servers.
- Retired 2 old Buffalo storage units. Brought in new DiskStation, configured to host 1 TB of GIS data and 365 days of AudioLog backups.
- Took delivery of all StarCom mobile, portable and accessories at Tri-com.



## Professional Organization Affiliations

