



TRI-COM BOARD OF DIRECTORS REGULAR MEETING
Regular Meeting Agenda
Wednesday, May 9, 2018

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 14, 2018 Regular Board Meeting.
 - B) Approve the General Ledger Distribution Reports of March 2018.
- 2) Update on Radio Committee
- 3) Update on Staffing
- 4) Update on Pulsepoint

New Business:

- 1) New Tri-Com Board Members for FY18-19
- 2) Authorize the Execution of a New Supplemental Agreement with Fermi-Lab. Tri-Com Will Now Be Responsible for Paying a Proportional Cost of Utilities Supplied for Radio Receivers Located at Wilson Hall. (Information in Board Packet)
- 3) Authorize the Creation of a Sub-Committee to Discuss All Issues Regarding Hiring and Training
- 4) Authorize the Creation of a Sub-Committee for Consolidation
- 5) Authorize the Creation of a Sub-Committee and Appoint Members for Rewriting the Intergovernmental Agreement and Consolidate All Amendments Into the Intergovernmental Agreement.

Public Comment:

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 11, 2018 at 8:00 A.M.



Tri-Com Central Dispatch

BOARD OF DIRECTORS

Regular Meeting Minutes from March 14, 2018

Chairman Passarelli called the meeting to order at 8:02 A.M. at the Tri-Com Central Dispatch training room.

Roll Call:

Members Present:

St. Charles: Chief Jim Keegan, Chief Joe Schelstreet, Alderman William Turner
Geneva: Chief Eric Passarelli, Chief Mike Antenore
Batavia: Chief Dan Eul, Chief Randy Deicke, Alderman Susan Stark
South Elgin: Chief Jerry Krawczyk (left at 9:10AM)
Contracted Agencies: Chief Pat Rollins

Members Absent:

St. Charles: None
Geneva: Alderman Mike Bruno
Batavia: None
South Elgin: None
Contract Agencies: 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 sign in sheet.

OLD BUSINESS

Consent Agenda:

Motion to approve the Board Meeting Minutes from the January 10, 2018 Regular Board Meeting and the February 14, 2018 Special Board Meeting was made by Chief Schelstreet and seconded by Alderman Turner. Motion passed unanimously.

Motion to approve the General Ledger Distribution Reports of January 2018 and February 2018 was made by Chief Schelstreet and seconded by Alderman Turner. The motion passed unanimously by roll call vote.

Update on Consolidation:

Chief Schelstreet stated that there hasn't been much happening. There hasn't been any movement on the RFP. Alderman Turner asked if it has gone to the County Board. Chief Schelstreet stated that he did not know.

Update on Staffing:

Director Lamela interviews are taking place now. One supervisor is considering stepping down at the end of the year. One dispatcher in training and she will be done in June. We are hoping to hire another in early May. The new Training Coordinator should be off training in June.

NEW BUSINESS

Pulse Point:

Chief Deicke stated that some of the alderman found out about the app. The app alerts people close by when there is a cardiac call. It alerts people that have signed up as CPR certified who are nearby. It is expensive, \$18,000 for implementation and \$9,000 a year for maintenance. He was not sure how many were using it in the area. Chief Antenore stated that Naperville was using it. There are no statistics available on success or on the number of people using it or signed up for it.

Alderman Turner suggested that we request statistics from Naperville. Chief Antenore stated that this was only for public areas. Director Lamela stated that documentation from Superion says it would be by nature code and she is not sure how this would work. There is some question on how CPR certifications of people responding are verified. There is also concern as to the liability to Tri-Com for sending individuals.

Director Lamela will contact Naperville and get some answers. Tri-Com invests in getting dispatchers certified to do EMD and CPR training. She will get more information.

This will be tabled until the next meeting.

Approval of FY19 Budget:

Director Lamela stated that the phone line bill went up by about \$4,000 this month. To install a T1 line for a 2-year commitment will be \$29,000 less per year. The carrier is Access One. She also looked at getting off the copper lines here. That is a large cost savings as well.

Chief Schelstreet stated that this may buy us a lot of time to negotiate and find the best options for fire. Chief Deicke would still like to be sure that we will know where fire is going at the end of the 2 years. We need to maintain these for IFERN and fire ground channels even after fire switches

Motion by Chief Deicke to enter into a 2-year contract with Access One for T1 lines. Seconded by Chief Schelstreet. Motion passed unanimously by roll call vote.

Director Lamela stated that the lights in the dispatch center need to be replaced. The cost will be approximately \$20,000. She will look into ComEd grants. Switching to LEDs may help with costs.

Director Lamela stated that she spoke with the auditors. If the grant comes through, each agency could hit with an audit for each. They are concerned with the money for StarCom going through Tri-Com. They just wanted everyone to be aware. Chief Passarelli said that it will all be worked through. They will also work with us to have a capital fund. Baker Tilly liked this.

A motion to approve the Budget for Fiscal Year 2019 was made by Alderman Turner. Chief Eul seconded the motion. Motion passed unanimously by roll call vote.

Raising Limit on Director's Authorized Spending Limit:

Alderman Turner requested that we raise the limit on the director's limit that is currently \$5,000. He would like it to be raised to \$20,000 and anything over \$15,000 will need to have an explanation for the Board. Geneva's policy is up to \$20,000. He feels that it would be streamlined and would eliminate the need for more meetings to approve items.

A motion was made by Alderman Turner to approve raising the authorized spending limit of the Director to \$20,000 and the modify the IGA to allow for this. Seconded by Chief Schelstreet.

Chief Schelstreet stated that we currently have the original IGA and 6 amendments. He recommends that the IGA be revised because of the number of amendments.

Motion passed unanimously by roll call vote.

PUBLIC COMMENT

NONE.

Closed Session:

A motion was made by Alderman Turner and seconded by Chief Keegan 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 8:48 A.M.

A motion was made by Chief Keegan and seconded by Alderman Turner to return to open session. Motion passed unanimously. Board returned to open session at 9:22 A.M.

Adjournment:

With no further business to discuss, Chief Schelstreet motioned to adjourn the meeting. Alderman Turner seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 9:23 A.M.

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, May 9, 2018 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

Shevon Sherod-Ramirez
Tri-Com Administrative Assistant

This Supplemental Agreement No. 4 is entered into for the revision of Wilson Hall Antenna License Agreement between the UNITED STATES OF AMERICA (hereinafter referred to as the "United States," "Grantor," or "Government,") acting by and through the DEPARTMENT OF ENERGY (hereinafter referred to as "DOE") under and by virtue of the authority of the Atomic Energy Act of 1954, as amended and TRI-COM (hereinafter referred to as the "LICENSEE"). This Supplemental Agreement shall be effective upon the date of signature of the second signatory.

PURPOSE: The purpose of Supplemental Agreement No. 4 is to: 1) amend introductory paragraph to continue the License for an additional five (5) years effective November 1, 2017; 2) to amend Paragraph 3 to reflect reimbursement of proportionate costs of utilities; 3) to amend Paragraph 11 to update the contact information for both the Licensee and the office administering the License Agreement on behalf of DOE; 4) to amend Paragraph 13 concerning renewal of License Agreement; and 5) to amend Paragraph 15 to update point of contact for Licensee.

The above referenced License is modified in the following respects:

1. The term of the License as set forth in the Introductory Paragraph is amended for the period beginning November 1, 1997 and ending October 31, 2022 at an annual rental of zero dollars.
2. Paragraph 3 is hereby amended in its entirety to read as follows:

"That the LICENSEE understands that the Fermi National Accelerator Laboratory (FNAL) is managed and operated on behalf of DOE by Fermi Research Alliance, LLC (FRA) under Contract No. DE-AC02-07CH11359, or its successor contractor. From the date execution of this Supplemental Agreement, LICENSEE agrees to reimburse FRA an annual fee based on proportional cost of utilities supplied to Licensee. Further, it is understood that FRA will not furnish a personal telephone or telephone service for LICENSEE."
3. Paragraph 11 is hereby amended in its entirety to read as follows:

"That all notices to be given pursuant to the License shall be addressed, if to the LICENSEE, to 3828 Karl Madsen Drive, St. Charles, IL 60175, and if to DOE, to the Fermi Site Office Manager, Department of Energy, Fermi Site Office, P. O. Box 2000, Batavia, IL 60510. The Fermi Site Office Manager shall administer this License. An on-site FERMILAB employee will be designated the LICENSEE's contact point in FERMILAB for any matters that may arise under the License."

4. Paragraph 13 is hereby amended in its entirety to read as follows:

“The parties hereto agree that this License shall not automatically renew. Licensee shall provide written notice to DOE not later than ninety (90) calendar days prior to the expiration of the then current License of their request to extend. Any extension to the term shall be conditioned upon both parties entering into a written agreement determined by DOE to the terms and conditions of such renewal.”

5. Paragraph 15 is hereby amended as follows:

“The contact point for TRI-COM is Ms. Nicole L. Lamela, Telephone: (630) 584-8169, FAX: (630) 262-1911, email: nlamela@tri-com911.org.”

6. All other terms and conditions of the Wilson Hall Radio Equipment License Agreement remain unchanged and continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Supplemental Agreement No. 4 to be signed on their behalf by their duly authorized representative.

LICENSEE: TRI-COM

By: _____
Nicole L. Lamela

Title: Director

Date: _____

GRANTOR: UNITED STATES OF AMERICA
DEPARTMENT OF ENERGY

By: _____
Marla J. Larsen-Williams

Title: Real Estate Contracting Officer

Date: _____