



Tri-Com Central Dispatch

BOARD OF DIRECTORS

Regular Meeting Minutes from May 8, 2019

Chairman Keegan 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
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno
Batavia: Chief Dan Eul, Chief Randy Deicke
South Elgin: Chief Jerry Krawczyk
Contracted Agencies: Chief Pat Rollins

Members Absent:

St. Charles: Alderman William Turner
Geneva: None
Batavia: None
South Elgin: None
Contracted Agencies: None

Others Present:

Nicole Lamela, Director, Tri-Com
Sarah Stoffa, Deputy Director, Tri-Com
Tiffany Myers, Training Coordinator, 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 May 8, 2019 Regular Board Meeting was made by Chief Antenore and seconded by Chief Schelstreet. Motion passed unanimously.

Motion to approve the April 30, 2019 and May 31, 2019 Financial Reports was made by Chief Passarelli and seconded by Chief Krawczyk. Chief Antenore asked about the negative amount for the

April 2019 wireless funds. Ms. Ramirez explained that Geneva finance needed to account for the potential funds due to Aurora. Motion passed unanimously by roll call vote.

Update by Radio Sub-Committee:

Director Lamela reported that the racks and antennas have been delivered. Motorola has issued a Certificate of Insurance. Preparation for installation is done. All police and fire radios were distributed except for WCC and NAFD. The consolettes are installed. The equipment and shelter have been ordered for Sugar Grove. The Tri-Com site will go up before all others. The Sugar Grove tower should be ready in October with a go-live date in November.

There are some changes that need to be worked though. Police radios can switch over first. The main concern is coverage in Sugar Grove.

Chief Rollins asked when the Geneva site would be up and running. Director Lamela stated in the next month or two. Chief Rollins is okay with going live as soon as the Geneva site is up. Chief Keegan stated that Motorola is supposed to do a coverage study to check all coverage.

Chief Antenore requested that that Director Lamela give everyone dates and a project timeline. Chief Rollins asked about the timing for the fire grant. Chief Schelstreet stated that all items were purchased and they have not had an audit yet.

Chief Antenore asked about the keys for making radio program changes. Director Lamela stated that there are 3 keys. A master key will be kept at Tri-Com and 2 keys will be available to check out.

Update on Staffing:

Director Lamela reported that there are currently 13 full-time telecommunicators and 4 trainees (including 1 with experience). Two additional trainees will start on 7/29/19 and another two in October. One trainee will complete training in August and the other three should be done in October.

During the last testing/interview process, 32 applications were received. Four candidates passed all testing and were scheduled for interviews. One canceled. Only one candidate was moved to the hiring eligibility pool. Testing will begin again on Monday.

Update on Consolidation Sub-Committee:

Chief Schelstreet reported that the draft consolidation study done by MCP was presented to the ETSB. The ETSB voted to not release it yet. There are some areas that MCP still needs to work on. The draft will be discussed with the mayors and county chairman.

They still do not have the background information for the funds due to Aurora. Aurora has not been able to provide the calculations they used to determine the amount due. Chief Eul asked if the state could provide those numbers. Chief Schelstreet stated that they may have to go to arbitration. The information is considered proprietary.

Chief Antenore stated that the 10-year projection may need to be modified due to the decrease. Director Lamela stated that there are funds leftover that were designated for phone systems, but were not used due to the grant.

Update by Intergovernmental Agreement Sub-Committee:

Chief Passarelli stated that Rita Kruse from Geneva finance has given Attorney Chuck Radovich the IGA and by-laws for review. Once he is done reviewing the documents, they will be sent out to the board. The tri-cities will need to approve the IGA.

PUBLIC COMMENT

None

NEW BUSINESS

Tri-Com Contract Agency Representative to the Board FY19-20:

Chief Keegan stated that the contract agencies have selected Chief Rollins to be their representative on the Tri-Com Board. Chief Passarelli motioned to accept the appointment of Chief Rollins to the board and Chief Schelstreet seconded the motion. Motion passed unanimously by roll call vote.

Discuss Backup Communications Options After StarCom:

Director Lamela stated that the options for backup is to stay with KaneComm or go to Elgin. To stay with KaneComm after the StarCom cut over would require the purchase of equipment including 4 consolettes, one for each channel.

If Elgin is used as a backup, there would be an ongoing monthly cost. Trunks would need to be added to their system. Director Lamela inquired if Elgin's phone system could accommodate this. She has not received an answer.

There would not be any reoccurring fees with KaneComm. The cost for consolettes would be about \$33,067 and installation. Portables would be needed at a cost of \$7,042 each. There is \$178,000 left from the ETSB funds that were transferred over.

Chief Antenore asked for a complete quote for installation and all equipment. Chief Deicke stated that he likes the KaneComm option. Chief Schelstreet agreed. Chief Rollins stated that having the consolettes will also give KaneComm the ability to monitor Tri-Com agencies as well.

Chief Keegan asked that we get a quote from Ravi before having a vote. This may require a special meeting. Chief Krawczyk asked if the KC Sheriff's Office moves to a trunking system, would that require Tri-Com to do so. Chief Schelstreet stated that they have some projects coming up and reoccurring costs are a concern. Chief Deicke asked what KaneComm would need to buy to go to StarCom. Director Lamela stated that they would need to buy all new consoles.

Chief Schelstreet stated that the Kane County is looking at VHF with a cellular network. This would be a cost due to the number of vehicles they have. VHF will have to be maintained because of all the small agencies they cover. The cost of StarCom radios would be prohibitive for them.

Discussion Motorola Access to Tri-Com Radio Tower After Hours:

Director Lamela stated that Motorola needs to have access to the Geneva tower. The cost of a key card system would be high. The other option is to have a key to access the gate at Public Works and a key for the tower building available at the Geneva Police Department. There would be a log for Motorola to sign out and return the key. The consensus was to go with this option.

Approval of Proposal for Subsurface Exploration and Geotechnical Engineering Services for Tri-Com Basement:

Chief Keegan stated that Trotter & Associates did a site visit and submitted a memo regarding the water in the basement. Chief Keegan called in FGM Architects. They proposed the same type of drainage system as proposed by Trotter previously as a Phase II remedy; however, they would like to complete a soil sample to ensure that this will remedy the situation. The building was built during a drought year. Chief Deicke stated that the soil can be tested, but it cannot be replaced.

A motion was made by Chief Schelstreet and seconded by Chief Krawczyk to proceed with the FGM Architects proposal for soil testing at an estimated cost of \$6,795. Chief Deicke voted no. All other voted yes. Motion passed.

Approval of Resolution 2019-005: Declaring Tri-Com Equipment as Surplus Property:

Chief Eul motioned to approve the resolution as presented. Chief Rollins seconded the motion. Motion passed unanimously.

Deputy Director Position Recruitment:

Chief Keegan stated that Sarah Stoffa has resigned as Deputy Director. Her last day will be 07/17/19. She is taking a position with KaneComm.

Chief Antenore stated that GOVRHR can be used to post the position and also to hire a temporary replacement at a cost of \$70/hour. This will be helpful if a search takes longer. They also offered recruitment for free if a temporary person is used. Director Lamela stated that DuComm just posted a similar position with GOVHR.

Chief Passarelli stated that the new person should have multi-jurisdictional and project experience. He would prefer full-time rather than interim, but would be okay with interim if no suitable candidates. Chief Deicke doesn't want the position open for too long and thinks that there could be a place for this position even with consolidation. Chief Schelstreet stated that consolidation will be at least 5 years away. Chief Eul stated that we shouldn't hire someone based on consolidation. He asked if Sarah was taking a commensurate position with KaneComm. Director Lamela stated that she was. All agreed that they would like to hire a full-time person and use an interim person until a full-time replacement is found. Chief Antenore stated the search should span the Midwest. Chief Keegan asked that if anyone would like to assist in the hiring process to let him know.

Closed Session:

None

Adjournment:

With no further business to discuss, Chief Passarelli motioned to adjourn the meeting. Chief Eul seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 9:31 A.M.

Next Meeting:

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, September 11, 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