



# *Tri-Com Central Dispatch*

## **BOARD OF DIRECTORS**

### Regular Meeting Minutes from May 4, 2022

Chairman Eul called the meeting to order at 8:00 A.M. in the Tri-Com Training Room.

#### Roll Call:

##### Members Present:

St. Charles: Chief James Keegan, Chief Scott Swanson, Alderman Ronald Silkaitis  
Geneva: Chief Eric Passarelli  
Batavia: Chief Dan Eul, Chief Craig Hanson, Alderman Mike Russotto  
South Elgin: Chief Jerry Krawczyk  
Contracted Agencies: Chief Pat Rollins

##### Members Absent:

St. Charles: None  
Geneva: Chief Mike Antenore, Alderman Mike Bruno  
Batavia: None  
South Elgin: None  
Contracted Agencies: None

##### Others Present:

Chief Joe Cluchey, Elburn Fire  
Deputy Chief Mike Klemencic, North Aurora Fire  
Deputy Chief Erich Schlachta, Elburn Police  
Rita Kruse, Finance Director, City of Geneva  
Joe Schelstreet, Director, Tri-Com  
LaToya Marz, Deputy Director, Tri-Com  
Andrew Kunstler, Training Coordinator, Tri-Com  
Tammy Kleveno, CAD Administrator, Tri-Com  
Kristina Rohrbach, GIS Analyst, Tri-Com  
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

OLD BUSINESS

#### Consent Agenda:

Motion to approve the Board Meeting Minutes from the March 9, 2022 Regular Board Meeting and the February 28, 2022 and March 31, 2022 Financial Reports was made by Alderman Silkaitis and seconded by Chief Passarelli.

The motion passed by roll call vote. Chief Krawczyk abstained.

**Update on StarCom:**

Director Schelstreet stated that there was a problem with the dash mounts for some St. Charles mobile radios. Additional funds are available to pay for this.

Waiting to hear back from Aurora regarding the base and radio for their system.

All towers are operating. St. Charles North High School, Kirk Tower, and 10<sup>th</sup> St. Tower phone lines are all disconnected. Will save about \$7,900 a month or \$94,000 a year.

Received permission from Geneva to put up an antenna and remove the microwave. Propose using ETSB funds for this.

There was a microwave issue due to the new St. Charles construction next to Tri-Com. When the siding was added, the dish signal could not reach the tower.

There is an issue with signal strength at Batavia PD. Deputy Chief Mazza will follow-up.

There have been some low volume issues, mostly on the fire side. This is being looked into.

The Motorola sales representative is going back to engineering. Unsure who new representative will be.

**Update on Staffing:**

Director Schelstreet stated that we are down four dispatchers. Have started using Indeed to get more applicants. Processing applicants as soon as they apply. Interviewing five candidates.

One dispatcher has passed fire and is fully trained. One is in fire training and another just started fire training. We will not be filling the fourth supervisor position. We will reevaluate once we are fully staffed.

**Update on Radio Management:**

Deputy Director Marz stated that she is working on some errors with Smart Connect, IPC, and Next programming. She thanked everyone for their patience.

PUBLIC COMMENT

None

NEW BUSINESS

**New Tri-Com Board of Directors for FY2023:**

Motion by Chief Keegan and second by Chief Hanson to install new officers for fiscal year 2023. Chief Swanson will be the Chairman and Chief Passarelli will be the Vice-Chairman.

Chief Swanson thanked Chief Eul for his leadership over the past year.

The contract agency representative will be Chief Rollins.

Motion passed unanimously by roll call vote with two absent.

**Approval of Intergovernmental Agreement with Illinois State Police for StarCom21:**

Director Schelstreet advised that this was due to an administrative change by ISP. It is now an IGA instead of an MOU. This has been reviewed by the attorney.

Motion by Chief Rollins and seconded by Chief Krawczyk to approve the Intergovernmental Agreement with Illinois State Police.

Motion passed unanimously by roll call vote with two absent.

**Waiver of the Bid and Approval of the Quotes for the Water Connection Project:**

Director Schelstreet reported that he received quotes from vendors for the water connection project. The City of St. Charles has preferred vendors. He would like to use St. Charles selected vendors. Hydro excavating needs to be used due to all the lines coming into the building. Several vendors will be needed for different portions of the connection. A 15% contingency is included.

Rita Kruse stated that the fund balance is above \$250,000. Will be able to fund this. Also expecting additional phone line savings.

Motion to waive the bid and approve the quote for the water connection project was made by Alderman Russotto and seconded by Chief Eul.

Chief Cluchey asked how long the process would be. Director Schelstreet stated that there will be a vendors meeting and he should know after that. The city will require the water tank to be capped and filled. The tank will be disconnected and filled later. The well cap is included in the water connection project.

Motion passed unanimously with roll call vote, two absent.

**Approval of Resolution 2022-03: Budget Amendment FY 2023 – Water Connection Project:**

Rita Kruse stated that the water connection project including a 15% contingency is \$104, 175 and will come from the fund balance. The fund balance is at 60%. Policy requires 20%.

Motion to approve Resolution 2022-03 to amend the FY23 budget to include the water connection project was made by Chief Keegan and seconded by Chief Passarelli.

Motion passed unanimously with roll call vote, two absent.

### **Information Only – NG911 Presentation:**

Kristina Rohrbach gave a PowerPoint presentation on Next Generation 911. She explained the importance of accurate addressing. All data is dependent on GIS data.

Director Schelstreet stated that they applied for a Next Gen 911 grant. The state applied a \$5 million dollar fund sweep of 911 funds for this project. The FCC considers that a fund diversion. That would mean a freeze on all federal grants for 18 months. Could, potentially, have to pay back any current grants of \$500,000.

If there is no resolution to the issue with fire number addresses, he cannot recommend moving to Next Gen 911. The statute states that the switch must be done by January 1, 2023. He is advising of this so the Board is aware that this will be a political issue and the Board may need to take a stand.

He does not believe there is a risk of Tri-Com's fund balance being swept by the state. They are trying to sweep \$5 million from the 911 line funds for the 988 line. The sweep is supposed to happen in July. A letter to the state will be on the agenda for the next meeting.

Chief Keegan stated that we might want to think about spending down on paying debt, capital projects, etc. Director Schelstreet stated that there are projects coming up like a fence and security.

Chief Swanson stated that he thinks the ETSB funds may be more at risk than the internal funds.

### **Fermilab StarCom Radios:**

Director Schelstreet stated that Fermilab would like to have StarCom radios programmed with our agencies' information. They purchased seven radios. They are calls for mutual aid and auto aid. They would like our alias list. Chief Hanson stated that BFD is Fermilab's ALS ambulance, auto aid, etc. It would be good to have. Fermilab has a lot of special equipment and services.

Chief Hanson motioned to approve the programming of Fermilab radios. Chief Krawczyk seconded the motion.

Motion passed unanimously with roll call vote, two absent.

### **Closed Session:**

Alderman Silkaitis made a motion to enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body. Chief Passarelli seconded the motion. Motion passed unanimously with roll call vote, two absent.

The Board entered into closed session at 9:15 A.M.

Chief Rollins made a motion to return to open session at 9:27 A.M. Chief Krawczyk seconded the motion. Motion passes unanimously, two absent.

### **Other Business:**

Chief Hanson made a motion to approve roll over of vacation time for Deputy Director Marz for medical reasons. Chief Krawczyk seconded the motion.

Motion passed unanimously with roll call vote, two absent.

Chief Hanson made a motion to authorize Director Schelstreet to re-evaluate the job descriptions for staff. Chief Krawczyk seconded the motion.

Motion passed unanimously with roll call vote, two absent.

**Adjournment:**

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

**Next Meeting:**

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, July 13, 2022 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

*Shevon Sherod-Ramirez*

Tri-Com Administrative Assistant