



Tri-Com Central Dispatch

BOARD OF DIRECTORS

Regular Meeting Minutes from September 13, 2023

Chairman Passarelli 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 Steve Weber
Geneva: Chief Eric Passarelli, Alderman Mike Bruno
Batavia: Chief Shawn Mazza, Chief Craig Hanson
South Elgin: Chief Jerry Krawczyk

Members Absent:

St. Charles: None
Geneva: Chief Mike Antenore
Batavia: Alderman Dan Chanzit
South Elgin: None
Contracted Agencies: Chief Rollins

Others Present:

Chief Nick Sikora, Elburn Police
Chief Joe Cluchey, Elburn Fire
Rita Kruse, Finance Director, City of Geneva
Joe Schelstreet, Director, Tri-Com
LaToya Marz, Deputy Director, Tri-Com
Mark Marzetta, IT Manager, Tri-Com
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

OLD BUSINESS

Consent Agenda:

Motion to approve the Board Meeting Minutes from the July 12, 2023 Regular Board Meeting and the August 23, 2023 Special Board Meeting was made by Alderman Bruno and seconded by Chief Swanson.

The motion passed unanimously.

Motion to approve the financial reports from June 30, 2023 and July 31, 2023 was made by Chief Hanson and seconded by Alderman Bruno.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

A motion to approve the total aggregate bills for June 2023 of \$145,371.90 (One Hundred Forty-Five Thousand Three Hundred Seventy-One Dollars and Ninety Cents) as made by Alderman Bruno and seconded by Chief Mazza.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

A motion to approve the total aggregate bills for July 2023 of \$214,755.11 (Two Hundred Fourteen Thousand Seven Hundred Fifty-Five Dollars and Eleven Cents) was made by Alderman Bruno and seconded by Chief Swanson.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Update from Director Schelstreet:

Director Schelstreet reported on staffing. A new hire started on Tuesday. That brings the total number of dispatchers to 20. Two are in backgrounds.

The parking lot is done. There are eleven new spots.

Work is being done at the South Street Tower. The brush has been removed, trees trimmed, and gravel added for weed control.

The lease for the Tri-Com property is almost completed. It is currently with the St. Charles attorney. It will go to all three the city councils when done.

WBK Engineering will begin surveying soon. Permitting and estimating will begin after the survey.

Motorola is saying that StarCom radios need to be tuned every one to two years. It is \$75 per radio. This would cost \$152,000. Andy Baumann may be able to complete the tuning using a shared spectrum analyzer.

Radio management firmware update issue has been fixed.

The Central Square CAD update to One Solution CAD will need a hardware refresh.

Waiting to be assigned a project coordinator for fiber project. May have licensing issues. Each agency will have a direct connect back to Tri-Com. Remote agencies will be retrofitted. Cellular mobiles will connect to site and ride connectivity.

There was a project management meeting yesterday for radio management. Emphasis on replacing old hardware and revitalizing some products.

U.S. Digital equipment for Fire Station Alerting has been ordered.

Submitting a substantial amount for reimbursement from ETSB in November. Hearing from state that there should be two supplementary checks for wireless funds. At the APCO Board Meeting an Illinois State Police Colonel stated that they are trying to divert wireless funds due to concerns with State sweeps.

CESSA project medical directors want to be paid for meetings. There has not been enough volume of calls for full-time response teams away from Chicago.

Update from Structural Document Committee:

Director Schelstreet stated that he is creating two budgets. One traditional and one with new costs on structural documents.

NEW BUSINESS

Approval of the Quote from Central Square for the CAD to CAD HUB with KaneComm:

Director Schelstreet stated that this is the software for CAD to CAD with KaneComm. They are only proposing one at this time. We would pay for both ends of the installation and request reimbursement from the ETSB. It is subscription based. KaneComm would need to come up with \$15,000.

Motion to approve the quote from Central Square for the CAD to CAD software for \$68,120 was made by Chief Swanson and seconded by Chief Keegan. The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Approval of Overnight Travel to IPSTA Conference – Deputy Director:

Motion to approve the overnight travel to the IPSTA Conference for Deputy Director at a cost of \$534.05 was made by Chief Hanson and seconded by Chief Krawczyk.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Approval of Overnight Travel to IPSTA Conference – Training Coordinator:

Director Schelstreet stated that Andrew Kunstler will be awarded with the IPSTA Trainer of the Year award. His lodging and registration will be paid.

Motion to approve the overnight travel to the IPSTA Conference for Training Coordinator at a cost of \$380.04 was made by Chief Keegan and seconded by Chief Mazza.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Approval of Overnight Travel to IPSTA Conference – Telecommunicator:

Motion to approve the overnight travel to the IPSTA Conference for Telecommunicator at a cost of \$1,116.05 was made by Chief Mazza and seconded by Chief Swanson.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Approval of Overnight Travel to ESO Wave Conference – CAD Administrator:

Motion to approve the overnight travel to the ESO Wave Conference for CAD Administrator at a cost of \$3,087.00 was made by Alderman Bruno and seconded by Alderman Weber.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Chief Swanson asked if we get enough back from the CAD Administrator or if someone from the management side should attend every two –three years. Chief Hanson said we should send two so there

is a backup. Director Schelstreet said that he will look at sending two next year. Chief Cluchey said it was well worth it to have access to ESO staff.

EXECUTIVE SESSION

Motion to enter into Executive 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; and collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees and was made by Chief Keegan and seconded by Chief Hanson. Motion passed by roll call vote and the Board entered into Executive Session at 8:32 AM. Director Schelstreet, Deputy Director Marz, IT Manager Marzetta, and Admin Ramirez left the meeting.

Board returned to Open Session at 9:51 AM. Director Schelstreet and Admin Ramirez returned to the meeting.

OPEN SESSION - Continued

Approval of Non-Union Compensation – Administrative Staff:

A motion was made by Chief Hanson and seconded by Alderman Bruno to approve the non-union compensation for administrative staff as presented effective November 1, 2023.

The motion passed by roll call vote. (8 yea, 0 nay, 3 absent)

Approval of Non-Union Compensation – Executive Director:

A motion was made by Alderman Bruno and seconded by Chief Hanson to approve the non-union compensation for the Executive Director as presented effective November 1, 2023.

The motion passed by roll call vote. (7 yea, 0 nay, 3 absent, 1 abstain - Swanson)

PUBLIC COMMENT

Chief Cluchey stated that he is retiring and this will be his last meeting. He thanked everyone for including him in meetings. Chief Passarelli thanked Chief Cluchey for his contributions.

Chief Keegan thanked Chiefs Hanson and Swanson for their work on the non-union compensation. He stated that Tri-Com is where it is because of leadership. Chief Sikora agreed and said it was great to see how well things are going. Director Schelstreet thanked everyone and the staff. He also thanked Chiefs Hanson and Swanson for their work.

Adjournment:

With no further business to discuss, Alderman Weber motioned to adjourn the meeting and Chief Keegan seconded. The meeting adjourned at 10:03 A.M.

Next Meeting:

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, November 8, 2023 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

Shevon Sherod-Ramirez

Administrative Assistant