

Tri-Com Central Dispatch
POLICE OPERATIONS COMMITTEE

Meeting Minutes from April 6, 2021

Members Present: Commander Brian Maduzia, Geneva PD; Deputy Chief Chuck Pierce, St. Charles PD; Deputy Chief Shawn Mazza, Batavia PD; Deputy Chief Erich Schlachta, Elburn, PD; Chief Pat Rollins, Sugar Grove PD; Sgt. Larry Weiss, Waubensee PD; Director Joe Schelstreet, Tri-Com; Deputy Director LaToya Marz, Tri-Com

Members Absent: Deputy Chief Brian Polkinghorn, South Elgin PD

Also Present: Tammy Kleveno, CAD Administrator, Tri-Com
Kristina Rohrbach, GIS Analyst, Tri-Com
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

The meeting was called to order at 10:00 A.M. via the GoToMeeting Software

Update on COVID-19:

Deputy Director Marz reported the following:

- We are still wearing masks and taking temperatures when entering the building.
- Staff who elected to be vaccinated are done.
- Member agency staff are allowed in with mask and temperature check.

Update on StarCom:

Deputy Director Marz reported the following:

- Still working with FGM and the City of St. Charles on the 10th Street Tower Project. Electrical issues have been addressed. Working with water department currently.
- Renewing lease for the area to have access to tower.
- The Motorola quote for Radio Management/Wi-Fi programming was approved by the Board. Training will be for IT/IT contractors/appropriate staff who are involved with programming radios.

Update on the Basement:

Deputy Director Marz reported the following:

- The old generator was removed and the new one installed...
- The patio was removed and poured again due to incorrect pitch.
- Drainage tile was installed in the old generator room and concrete will be poured soon.

- The flooring on the basement stair swill be replaced. Tile for the basement hall and bathrooms is on backorder until June.
- The exterior door in the breakroom will be replaced.
- Landscaping will start next week.

Update on Console Project:

Deputy Director Marz reported the following:

- Kellenberger Electric will be doing the under floor work. They will begin on Thursday with prep work. The work will take about three weeks.
- Console installation will begin on 04/26/21.

Update on Staffing:

Deputy Director Marz reported the following:

- The newest trainees, Melissa and Laura, are progressing. Another trainee, Brenna, started yesterday.
- Caiti is continuing with fire training. Shelley will start fire training soon.
- Waubensee Community College is starting a Telecommunicator training program. Tri-Com will be working with them and allow students to train on Tri-Com equipment.

Director Report:

Director Schelstreet reported the following:

- Recently had a critical incident review with Geneva Fire. Would like to do this with police as well. What types of incidents? DC Pierce stated that incident with multi-officer/multi-jurisdictional response. All agreed. This will help newer, less experienced dispatchers.
- Still discussing the use of a Kane County (K-Call) talk group. Aurora would like to move forward with this. They are prepping for potential unrest when the MN verdict is announced. A draft document is being worked on. There are concerns over another channel to monitor.
- Labor negotiations will start this month.
- The radio management (Wi-Fi programming) process is staring. The documents have been signed. A sign up for code plug training will be sent out. Training will be the first full week of May.
- ETSB estimates that Tri-Com reserves will increase about \$600,000 at the end of April resulting in a balance of about \$900,000. There are multiple projects that funds could be used for including electrical work, radio management, fiber, etc.
- Elburn Fire recognized two Telecommunicators at their board meeting.

Deputy Director Report:

Deputy Director Marz reported:

- Please pass on to officers. LEADS information should not go into call notes. Use related person/related vehicles instead of the notes field.

- When there is an open door, officer initiated, a second officer is not sent. When there is a report of an open door, there is a two-officer response. All agreed that this should have a two-officer response.
- For radio confirmation of situational update, please ask officers to state either still en-route, disregard, etc.
- Tri-Com has outdated Emergency Medical Information. Elburn would like information kept. All others stated that this could be disposed of.

CAD Report:

CAD Administrator Tammy Kleveno reported the following:

- Reminder that there will be an upgrade to CAD, MCT, Freedom on 04/12/21. Should not notice anything. If you have any issues, contact her.

GIS Report:

GIS Analyst Kristina Rohrbach reported the following:

- Let her know if you would like access to the dashboard for mobiles and tablets.

Training Coordinator Report:

Training Coordinator Andrew Kunstler (reported by DD Marz):

- There are many 10 codes not being used. He will send out an email requesting feedback on codes that could be eliminated.

St. Charles:

Deputy Chief Pierce reported the following:

- They have two officers at the academy (SLEA).

Geneva:

Commander Maduzia reported the following:

- They have two officers at the academy (SLEA).
- They have two conditional offers out. That will bring them to their authorized number of 36.

Batavia:

Deputy Chief Mazza reported the following:

- They have interviews to replace an officer. Looking at doing laterals.
- The vaccination site raised the amount of vaccinations available. There have not been any issues. KDOT extended the time on lights to assist with traffic.

Elburn:

Deputy Chief Schlachta reported the following:

- They have two officers at the academy.

- One part-time CSO will be in the 9-month NEMRT program starting 04/17/21.
- Looking for more part-time officers.

Sugar Grove:

Chief Rollins reported the following:

- Asked if anyone is pulling pictures up in LEADS 2000 in squads or in the station. DD Marz stated that if anyone who needs to see pictures on LEADS 3.0 will need to have full access. It will look like an email with the picture attached.
- When the radios switch to wireless programming, they will all need to be brought in one more time.

Waubensee Community College:

Sergeant Wiess reported the following:

- Three new officers. One full-time and two part-time.
- They will be vaccinating at the field house on 04/23/21 and 05/07/21.
- Currently, only about 1/5 of the school population is on campus.

South Elgin:

Absent

Other Business:

None.

Summary of Action Items:

Tri-Com: Will send an invitation to review large scale or critical incidents.
 All: Report of open door will be changed to reflect two-officer response.
 Tri-Com: Will dispose of all medical information, except for EPD.
 Andrew: Will send out an email for 10-code review to all.
 All: Telecommunicator Week is next week.

Adjournment:

The meeting was adjourned at approximately 10:57. The next meeting of the Tri-Com Police Operations Committee is Tuesday, June 1, 2021 at 10 a.m.