

Tri-Com Central Dispatch

FIRE OPERATIONS COMMITTEE

Meeting Minutes from September 23, 2021

Members Present: Deputy Chief Mark Einwich Geneva FD; Deputy Chief Craig Hanson, Batavia FD; Assistant Chief Mike Huneke, Elburn FD; Deputy Chief Mike Klemencic, North Aurora FD; Assistant Chief Tony Cavallo, St. Charles FD; Battalion Chief Jeremy Mauthe, St. Charles FD; Director Joe Schelstreet, Tri-Com; Deputy Director LaToya Marz. Tri-Com

Members Absent: Battalion Chief Joshua Lopez, Sugar Grove FD
Assistant Chief Matt Hanson, Elburn FD

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 10:03 A.M. at Tri-Com Central Dispatch.

Update on StarCom:

Deputy Director Marz reported the following:

- 10th Street Tower – racks are almost completely installed, Metronet is being installed, still need Nicor installed.
- The Board approved the purchase of the Genesis software that will be used to simulcast initial tone and voice. Checking to see if there are other capabilities.

Update on Staffing:

Deputy Director Marz reported the following:

- A former dispatcher was rehired. He will start on October 18. Training will be slightly expedited.
- Shelley is in fire training. Melissa will begin fire training next month.

Director Report:

Director Schelstreet reported the following:

- COVID screening questions are still being asked only on difficulty breathing calls.
- Tri-Com is following Geneva's COVID policy. Masks are worn when six feet of distance cannot be maintained.
- At the Board meeting, the Collective Bargaining Agreement was approved. The basement project completion and close out were approved. MOU with North Aurora Police was approved.
- For radio management, all old radios will be kept. 4500 radios bought under the grant may not be sold without reporting to government.

- Water main passed the chlorination test. Plan to add parking spaces after water is connected. City of St. Charles is looking at adding a well and will be dumping snow in the field near the RC plane field. There will be more traffic.
- ITTF Training will be on October 22. ILEAS is conducting the training. There will be four sessions. This will be free and useful for all users. DD Marz will send out TIC-P communication plan for county to everyone.

DC Hanson arrived at 10:19 AM.

Deputy Director Report:

Deputy Director Marz reported the following:

- Emergency Weather Mode – the current directive is not applicable and is not being followed. It is used infrequently. After discussion, Tri-Com will go into storm mode and advise departments. A draft directive will be developed and sent out.
- Console phone volume – all phones and radios were tested. If you have an issue with low volume, let the dispatcher know immediately. They could just be a quiet talker.
- Monthly reports were sent out. Generator logs, call reports, etc. are included and may be used for accreditation. Received a best practices from CFAI for this process.

CAD Report:

Tammy Kleveno reported the following:

- Emergency Reporting Interface – there is a prevention module for emergency reporting and CAD interface. She will schedule visits with each department to gather information. Contacts and pre-plans need to be downloaded. She would like to have the cut over to interface by January 1.
- Sugar Grove sent all the box cards. Please review them.

GIS Report:

Kristina Rohrbach reported the following:

- None

Training Coordinator Report:

Absent/None

St. Charles Items:

BC Mauthe stated that Tri-Com could do a 30-minute status check on medics before pulling another unit. He will follow up with Stephanie Hanson on a way to get medics out faster from hospital. After some discussion, dispatchers will ask medics if they are available for a call. Everyone will advise medics to tell Tri-Com how long until they are available.

The emergency buttons were tested on all colors. Tri-Com received every activation. All VHF fire grounds worked. Fiedler at Motorola said to test inside buildings. BC Mauthe will send an email to everyone to advise how over air programming went.

Dir. Schelstreet stated that SGPD has some settings and a talk group disappear.

BC Mauthe stated that radios cannot be used while updating. He asked if TAC groups could be added. Dir. Schelstreet stated that they could be added once flash upgrades are done. Most will add. If any changes are made, notify him or DD Marz so updates can be made. They are keeping track of all changes and upgrades on a timeline.

Geneva Items:

DC Einwich thanked Tri-Com for accreditation work. Best practices received for Tri-Com information. He has not received the final recommendation yet.

There was some miscommunication for the marathon. Dir. Schelstreet stated that events channels are not monitored by Tri-Com.

Walk out for Gavin Hayes is on October 2. All Geneva units will go out of service. Tri-Com will make an announcement to all that all Geneva units are unavailable.

Batavia Items:

DC Hanson asked if testing is being done on VHF back up. Dir. Schelstreet stated that most are not on dual band or VHF radios in rigs. Will look into a procedure for testing.

Crews go to VHF fire grounds, primarily red or white. The BC will notify Tri-Com if a building has communications issues or if there is a possibility of an escalation.

Elburn Items:

None.

Sugar Grove Items:

Absent.

North Aurora Items:

None

Other Items

Dir. Schelstreet will check with SGFD regarding the use of "Special" vs. "Working" Fire language.

Action Items:

Marz:	Remind dispatchers to ask medics for availability for call at hospital. Medics will give estimated time until available.
Marz:	Updating all with access to exhibit folder for accreditation.
Marz:	Revise Storm Mode Policy;
Marz:	Schedule a joint police and fire operations meeting.
Schelstreet:	Follow-up with SGFD to ensure no issues with use of City South General for Specials.
Marz:	Develop procedure for switching to VHF.
Marz:	Will send out TIC-P.

Adjournment:

The meeting was adjourned at approximately 11:50 A.M. The next meeting of the Tri-Com Fire Operations Committee is Thursday, October 28, 2021 at 10:00 A.M.

Respectfully submitted,

Shevon Sherod-Ramirez

Administrative Assistant