

# *Tri-Com Central Dispatch*

## **FIRE OPERATIONS COMMITTEE**

### **Meeting Minutes from January 23, 2020**

Members Present: Deputy Chief Mark Einwich Geneva FD; Assistant Chief Matt Hanson, Elburn FD; Battalion Chief Jeremy Mauthe, St. Charles FD; Deputy Chief Craig Hanson, Batavia FD; Battalion Chief Joshua Lopez, Sugar Grove FD; Deputy Chief Mike Klemencic, North Aurora FD; Interim Director Joe Schelstreet, Tri-Com

Members Absent: None

Also Present: Scott Swanson, Chief, St. Charles FD  
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. at Tri-Com.

#### **Update on StarCom:**

Interim Director Schelstreet explained the following:

- Fred from Motorola has set screens for simulcast. Tones can be simulcast. There is an extra step to simulcast voice with a delay. There is a software solution. Unsure of cost.
- There is a way to program radios over air. Alias changes, firmware, etc. can be done over air. In the process of getting costs for this. There will be a significant cost. The Board will need to decide.
- Generator testing is being done at the South St. tower. Sugar Grove programming is being done. Nicor couldn't find the meter. Public Works will need to meet them at the site to show them the meter.
- A request was sent to Motorola to check aliases. Need to validate that emergency buttons work. If they can check this without cost, it will be done. If not, it will be done once paying for airtime.
- Chi Comm is getting a quote to come out for any agencies that need programming changes. Costs will be discussed.
- Programming consolettes at KaneComm. There will be two positions there if Tri-Com needs to bug out. They have four consolettes there.
- Once StarCom is live and the Viper trunks are in place, there will be a drill.
- ISP MOUs need to be done individually with each agency.
- Training went well.
- There will be a final check in February on serial numbers for billing.
- Tentative go-live date of March 1<sup>st</sup> if all programming and testing is done.

#### **Update on CAD/MCT:**

CAD Administrator Kleveno discussed the following:

- Inquired if any issues with the 19.3 update. Geneva had a mapping issue. Google update may be causing the issue. The hyperlink in Freedom App is not locating the city because it is not an exact match. If you have a problem, hit the map at the upper corner. She will have more information on Monday.
- Please make sure staff is using “TRF” when transferring a patient and clearing.
- Engine 201 went in service for Geneva and all has been updated.
- Validations are all in except for one.
- She is trying to get ESO information on FireHouse.
- There is an emergency reporting webinar that she recommends. She will send out the information.

#### **Update on Consolidation:**

Interim Director Schelstreet discussed the following:

- The County Board Chairman is not running for office again. This would have an impact on a consolidation decision.

#### **Update on Staffing:**

Interim Director Schelstreet discussed the following:

- One trainee left.
- One did not pass the background.
- Two passed the background.
- Four interviews.
- The Interim Training Coordinator will begin on February 10<sup>th</sup>.
- The St. Charles, Batavia, and Geneva HR directors meet monthly and will be assisting in recruiting.

#### **EMD:**

Interim Director Schelstreet stated that Southern Fox Valley EMS has changed the platform on continuing education. There is no dispatcher specific training. They are looking into it. Kelly Davis is assisting.

#### **Occupancy Changes, Address Changes and Additions:**

GIS Analyst Rohrbach stated that she will ask for these at each meeting. She asked that any address changes or additions be sent in. Tri-Com receives some of them, but not all. DC Hanson stated that they get monthly utility billing changes. He will send those in. Tammy Kleveno suggested that they add “Send to Tri-Com” on the occupancy change form.

#### **Draft: Minor Injury Accident Response:**

CAD Administrator Kleveno will send out a draft for the Fire Channel Guide.

### **Tri-Com Agenda Items:**

Interim Director Schelstreet stated that the phone system is being upgraded with Kane County. There is a hardware and software update. The go live date will be April 1<sup>st</sup>.

Next Gen 911 will change how calls are routed. There will be a phased implementation.

There has been some repair work done to the Tri-Com building. Windows caulked, drywall repaired, outdoor outlets repaired, and fire suppression tank fixed. The water leak is back in the generator room. Vendors will be coming in to propose solutions.

### **St. Charles Items:**

Battalion Chief Mauthe stated that Engine 101 is being used as Truck 101.

### **Geneva Items:**

Deputy Chief Einwich stated that they were testing four portable radios and found scanning issues. They will probably need to have the radios touched to move the VHF zone closer to the front.

He asked that when there is no Battalion Chief on duty, could the dispatchers ask to see who should be notified especially when going to West Chicago. Tammy Kleveno will find a generic “chief” for this.

### **Batavia Items:**

Deputy Chief Hanson asked if he could get a monthly list of incidents by number.

### **Elburn Items:**

None

### **Sugar Grove Items:**

None

### **North Aurora Items:**

None

### **Action Items:**

- Tammy Kleveno will create a Minor Accident Injury Draft.
- Tammy Kleveno will work on the Chief request.
- Tammy Kleveno will send monthly report to Batavia.
- All will send in address verifications.

### **Adjournment:**

The meeting was adjourned at approximately 11:20 A.M. The next meeting of the Tri-Com Fire Operations Committee is Thursday, February 27, 2020 at 10:00 A.M.

Respectfully submitted,

*Shevon Sherod-Ramirez*

Administrative Assistant