

# ***Tri-Com Central Dispatch***

## **FIRE OPERATIONS COMMITTEE**

### **Meeting Minutes from March 25, 2021**

Members Present: Deputy Chief Mark Einwich Geneva FD; Deputy Chief Craig Hanson, Batavia FD; Battalion Chief Joshua Lopez, Sugar Grove FD; Assistant Chief Mike Huneke, Elburn FD; Deputy Chief Mike Klemencic, North Aurora FD; Director Joe Schelstreet, Tri-Com; Deputy Director LaToya Marz. Tri-Com

Members Absent: Battalion Chief Jeremy Mauthe, St. Charles FD  
Assistant Chief Matt Hanson, Elburn FD

Also Present: Chief Scott Swanson, St. Charles FD  
Assistant Chief Tony Cavallo, St. Charles FD 10:30  
Kristina Rohrbach, GIS Analyst, Tri-Com  
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

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

#### **Update on COVID-19:**

Deputy Director Marz reported the following:

- Remaining staff who opted to be vaccinated are doing so.
- No increased in call volume due to the mass vaccination site in Batavia.
- City of Geneva is still closed to outsiders.
- Tri-Com is open to member agencies with masks and temperature checks.

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

Deputy Director Marz reported the following:

- Due to grounding issues, FGM Architects has resubmitted the plan for the 10<sup>th</sup> Street Tower to the City of St. Charles.
- Reef Contractors were awarded the 10<sup>th</sup> Street Tower job. Once the plans are approved, construction will begin.
- All fire station alerting is complete, except Geneva.
- The board approved Wi-Fi radio management.
- The board approved the microphone exchange final acceptance.
- QuadComm is making progress on their StarCom project.
- KaneComm has a new MCC7500 radio installed. They are having issues with tones. Portables have not been programmed yet.
- Tri-Com can access Kane County fire channels.

#### **Update on Basement Project:**

Deputy Director Marz reported the following:

- The new generator had an in-line heater installed. The new generator is operational. They are currently removing the old generator. Once it is removed, drainage tiles will be installed.
- The patio in back will be removed and re-poured this weekend.
- Light fixtures were all updated to LED. IMEA grant funds should arrive tomorrow.
- New consoles installation should begin April 25.
- Kellenberger Electric was approved to do the under floor electrical work. It should take two to three weeks. There will be a lot of staging and prep work.
- Director Schelstreet added that the landscaping would begin the second week of April. Additional flooring work is delayed until tile arrives in June.

### **Update on Staffing:**

Deputy Director Marz reported the following:

- New trainee starts on April 5. This will bring staffing to 17 full-time (includes three trainees and four supervisors) and two part-time.
- Currently have a robust candidate hiring pool. Testing will continue less frequently.
- Collective bargaining with the union will begin in April.

### **Director Report:**

Director Schelstreet reported the following:

- The back door in the kitchen will be replaced. Sump pumps in the basement have not run since the outside pump was added.
- Preparing for implementation of radio management.
- Tri-Com and KaneComm submitted proposals for additional project funding at the last ETSB meeting.
- After April, Tri-Com's reserves at ETSB will be about \$900,000. Radio Management will be about one third of that.
- Would like to eliminate copper lines and go to fiber. These RTNC lines went up \$600-\$800 per line since last month.
- The Board would like to explore sharing towers with Kane County.
- Due to all the special meetings, the Board has discussed meeting monthly.
- Upcoming capital projects include the parking lot expansion and St. Charles water access.

### **Deputy Director Report:**

Deputy Director Marz reported the following:

- The assignment of radio channels by dispatch. After some discussion, all agreed that their normally used city-specific ops channel may be auto-assigned by the dispatcher. The only exception is Sugar Grove who will get an available fire ground channel.
- Tri-Com has binders with fire agency staff medical information. All felt that the information was unnecessary. The only exception is Geneva. All will be shredded except for Geneva who will get back to her on this.

- Recently completed an incident review with Chief Antenore and Tri-Com staff. This was beneficial and she encourages this with any large incident. This helps dispatchers to learn and anticipate needs. Director Schelstreet will send out an invitation for these.

### **CAD Report:**

Tammy Kleveno reported the following:

- Batavia adjusted the ALS response on the near west side to include squad.
- Met with Sugar Grove to break down large response areas.
- Reminder that FireHouse maintenance will be March 30 at 8:00 AM. Todd Davis is doing the wiping and reinstall for Tri-Com.

### **GIS Report:**

Kristina Rohrbach reported the following:

- Let her know if you would like access to the mobile/iPad incident dashboard.

### **Training Coordinator Report:**

Absent. None.

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

AC Cavallo was introduced. Chicago Communications will be coming in to program the DVRS.

### **Geneva Items:**

DC Einwich

### **Batavia Items:**

DC Hanson stated that they would need to do a MayDay seminar and re-evaluate mayday practices and JOG.

He also mentioned a general alarm where they were not able to transmit for a while. Director Schelstreet asked that he be notified when this happens so it can be documented.

There was a discussion regarding mutual aid calls and no ticket being generated. A command unit will be added to the primary town's call. This will create a ticket.

DC Hanson also stated that they are having problems receiving all dispatches. It seems to be when going to auto aid. Tri-Com will check on this.

### **Elburn Items:**

AC Huneke reported that the ladder truck is back and should go in-service in the next couple of weeks.

### **Sugar Grove Items:**

BC Lopez thanked Tammy and Kristina for coming out to Sugar Grove.

### **North Aurora Items:**

None

**Other Items**

None

**Action Items:**

1. If there are volume issues tone/voice, let Tri-Com know.
2. If you receive busy signals, let Tri-Com know.
3. Medical information binders can be shred, except for Geneva's.
4. Fire ground assignments will be announced at dispatch.
5. St. Charles will follow up with DVRS channel patches.
6. Command units for host agency will be added on mutual aid calls so they will go to FireHouse.

**Adjournment:**

The meeting was adjourned at approximately 11:15 A.M. The next meeting of the Tri-Com Fire Operations Committee is Thursday, April 22, 2021 at 10:00 A.M.

Respectfully submitted,

*Shevon Sherod-Ramirez*

Administrative Assistant