



# MINUTES

## QCOMM911 BOARD

### MEETING

Wednesday, Nov. 13<sup>th</sup>, 2024  
9:00am

#### Present

City/Village Administrator: Steve Seiver, Milan  
Mark Rothert, East Moline  
Bob Vitas, Moline  
Jerry Leibovitz, Silvis- absent

Public Safety Representatives: Chief Ramsey, East Moline PD  
Chief Johnson, Milan PD  
Chief VanKlaveren, Silvis PD  
Chief Regenwether, Moline FD

QCOMM911 Director: Scott Ryckeghem

Others: Margo Sparbell- QCOMM, Captain Radosevich- Milan PD, Stacey Houzenga- QComm

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1. Meeting called to order- Bob Vitas called the meeting to order at 9:00 am.
2. Roll call of members- All of the above members were present with Jerry Leibovitz absent.
3. Approval of Minutes- Steve Seiver made a motion to approve the Minutes from the September 11, 2024 Regular Meeting. Mark Rother seconded the motion, all in favor, the motion carries.
4. QComm911 Staffing- Director Ryckeghem reports that there are currently 19 full time TC's, 3 in training, 1 going through the background process and 3 more to hire. AFSCME has approached us with the possibility of bringing in fill-ins or looking at a 12-hour shift option. Time off requests are currently locked down until we are able to meet minimum staffing. Three new, fully training TC's would bring us to the minimum staffing needed for each shift.
5. QComm911 Operations- Director Ryckeghem reports that there were 11,360 CAD calls for service in September, 2024, which was up 9% over 2023. The increase in calls is attributed to more self-initiated activity by officers. There were 11,621 Cad calls for service in October, 2024, which was 8% over 2023. Total calls for September, 2024 were 15,866, an 8% decrease from 2023. Total phone calls from October, 2024 were 15,715, a 2% increase from 2023.  
Text to 911 is now live to everyone in Scott and Rock Island counties.  
Blackhawk Fire has migrated to the Phoenix G2 paging system, which was donated by Coal Valley.  
Training Coordinator Stacey Houzenga reports that new hires will be working a modified training schedule.  
The QComm Employee Handbook has been returned with approval from attorney John Kelly. Steve Seiver asked whether there had been any questions put forth by employees. Director Ryckeghem reported that no staff members had seen the Handbook prior to being vetted through the attorney, so there had not been any questions to date. Steve Seiver made a motion to approve the Employee Handbook, Mark Rother seconded the motion. After a roll call vote with all in favor and no vote for Silvis,

the motion passes.

Director Ryckeghem also proposed Board meeting dates for 2025 be moved to quarterly rather than by-weekly. Steve Seiver inquired whether that would satisfy all requirements set forth by auditors. Mark Rothert questioned if there was a spending limit that would require a meeting and Board approval. Director Ryckeghem stated that the current limit was set at \$10,000 for a single item. After discussion, Steve Seiver made a motion for Board Meetings to be held quarterly, with special meetings held by request. Mark Rothert seconded the motion, all in favor, the motion passes.

6. QComm911 Expenses- Director Ryckeghem reports that all invoices have been sent out and we are just awaiting payment from Carbon Cliff. The total for all accounts is \$1,327,387.48 as of Nov. 7, 2024. Mark Rothert makes a motion to approve expenses, Steve Seiver seconds the motion. All in favor, the motion carries.

7. Public Comment- Chief VanKlaveren reports that Tom Cassidy has been appointed to interim Chief of the Silvis Fire Department until a replacement for Chief Winters is found.

8. Other- Steve Seiver reports that the ETSB board is currently down 2 members. Director Ryckeghem presented Chief VanKlaveren with a plaque in thanks for serving as Board Chairman and presented Liz Morgan with a card in thanks for administrative services.

9. Executive Session- Director Ryckeghem reports that an Executive Session is needed to discuss progress on Collective Bargaining. Steve Seiver makes a motion to enter Executive Session, Mark Rothert seconds, all in favor, Executive Session begins at 9:21am. At 10:06 am, Mark Rothert makes a motion to resume Regular Session, Steve Seiver seconds the motion, all in favor, Regular Session resumes.

10. Action from executive session- none needed

11. Adjournment- Having no further business to discuss, Steve Seiver makes a motion to adjourn, Mark Rothert seconds the motion, all in favor, the meeting is adjourned at 10:06am.