



# MINUTES

## QCOMM911 BOARD

### MEETING

Wednesday, Sept. 11<sup>th</sup>, 2024  
9:00am

#### Present

City/Village Administrator: Steve Seiver, Milan- Arrived at 9:15  
Mark Rothert, East Moline- Absent  
Bob Vitas, Moline  
Jerry Leibovitz, Silvis

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, Deputy Chief Andrew Raya- Moline PD,  
Captain Kratt- East Moline PD, Captain Radosevich- Milan PD

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1. Meeting called to order- Chairman Jerry Leibovitz called the meeting to order at 9:02 a.m. A moment of silence was observed in remembrance of 9/11/2001.

2. Roll call of members- All of the above members were present with Mark Rothert absent and Steve Seiver arriving at 9:15 a.m.

3. Approval of Minutes- Bob Vitas made a motion to approve the Minutes from the July 10, 2024 Regular Meeting. Chief Ramsey seconded the motion, all in favor, the motion passes.

4. QCOMM911 Staffing- Director Ryckeghem reports that there are currently 22 TC's, 2 in the training process, and an additional 2 going through the background process. We are also staffed with a Training Coordinator and 2 Administrators.

5. QCOMM911 Operations- Director Ryckeghem reports that CAD calls for service for July 2024 were 11,614, which was up 3% from 2023. CAD calls for service for August 2024 were 11,877, which was up 9% from 2023. Total phone calls for July 2024 were 17,549, which was down 3% from 2023. Total phone calls for August 2024 were 15,715, which was down 9% from 2023. Director Ryckeghem also reports that Stacey and a shift lead were also currently at a NINA training course in Normal, IL. Henry County had also reached out to him inquiring about our experience with CSPro as they are looking to switch.

Deputy Director Sparbell reports that there have been ongoing problems with the current contracted custodial services provider (PBSQCA) either not showing up for scheduled cleaning or not completing the work. Per the current contract, PBS needed to be provided with a certified letter terminating services 60 days prior to termination of services. Deputy Director Sparbell sent a certified letter requesting immediate termination. Margo had also obtained quotes from 4 other cleaning companies and asked the Board if anyone objected to hiring Kelly Ryckeghem, who is married to Director Ryckeghem. Bob Vitas asked if scope of work was included in the current contract with PBS and how would this impact the Village of

Milan as PBS was also contracted to clean the remainder of the building through the Village. Deputy reported that scope of work was included in the current contract and that QCOMM and the Village of Milan were serviced by the same company, but had separate contracts and bills. Chief Ramsey inquired if the 4 companies interviewed provided formal quotes, to which Margo replied that they all had and that Kelly Ryckeghem was the only one who was within the allotted budget. Bob Vitas made a motion to replace PBS with Kelly Ryckeghem as soon as services with PBS could be terminated. Chief Ramsey seconded the motion, all in favor, the motion passes.

Director Ryckeghem also reports that there were CAD interface issues on August 7<sup>th</sup> with the fire paging system. On September 24<sup>th</sup>, there will be a major CAD update and CAD will be down for 3 hours. On September 30<sup>th</sup>, RACOMM will have a P25 server update that should last approximately 2 hours. The feedback for the QCOMM handbook was that it was well-written, it will be added to the November Agenda for approval.

Collective Bargaining will begin in October, with sessions set for October 2, 16, and 30<sup>th</sup> at 10 a.m.

QCOMM911 Expenses- Director Ryckeghem reports that the total for all accounts as of September 3, 2024 was \$1,153,964.06. All quarter 4 invoices have been set out and are due in October. Chief Ramsey made a motion to approve Expenses. Steve Seiver seconded the motion, all in favor, the motion passes. Director Ryckeghem also submitted the FY2025 budget, which was a 5% increase over FY2024. Chief Ramsey questioned if the budget reflected revenue from new agencies and how the increase impacted the reserves. Chief VanKlaveren also inquired if there was any equipment that needed to be replaced that hadn't been factored into the budget. Bob Vitas also expressed the need for a lease agreement with the Village of Milan for building space occupied by QCOMM. Director Ryckeghem reported that the 5% increase also included a potential 3% increase in wages that was in line with past contract negotiations. He also reported that we are awaiting a draft for a lease agreement. Bob Vitas made a motion to approve the FY2025 Budget. Steve Seiver seconded the motion, all in favor, the motion passes.

7. Public Comment- None

8. Other- None

9. Executive Session- None

10. Action from Executive Session- None

11. Adjournment- Having no further business to discuss, Steve Seiver made a motion to adjourn. Chief Ramsey seconded the motion, all in favor, the motion passes and the meeting is adjourned at 9:28 a.m.