

MINUTES OF THE REGULAR MEETING OF THE EXECUTIVE COMMITTEE OF THE NORTHWEST CENTRAL DISPATCH SYSTEM, HELD IN THE NORTHWEST CENTRAL DISPATCH SYSTEM TRAINING CENTER, 1975 EAST DAVIS STREET, ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, ON THURSDAY, SEPTEMBER 14, 2017.

CALL TO ORDER

Chief Lamkin called the meeting to order at 8:15 A.M.

ATTENDING

Jim Kreher (Barrington-Countryside Fire Chief), Lieutenant Tom Nugent for Steve Casstevens (Buffalo Grove Police Chief), Bill Wagner for Michael Baker (Buffalo Grove Fire Chief), Deputy Chief Nick Olsen for Chuck Walsh (Elk Grove Police Chief), Lance Harris for Richard Mikel (Elk Grove Fire Chief), Ted Bos (Hoffman Estates Police Chief), Jeff Jorian (Hoffman Estates Fire Chief), Bob Haas (Inverness Police Chief), Tim Griffin for Tim Janowick (Mount Prospect Police Chief), Brian Lambel (Mount Prospect Fire Chief), Al Stoeckel (Palatine Police Chief), Scott Anderson (Palatine Fire Chief), Chief Rich May (Palatine Rural Fire Chief), Al Steffen (Prospect Heights Police Chief), John Nowacki (Rolling Meadows Police Chief), Scott Franzgrote (Rolling Meadows Fire Chief), Jim Lamkin (Schaumburg Police Chief), and Chris Clark (Streamwood Fire Chief).

A quorum was present.

OTHERS ATTENDING

(None.)

MEMBERS ABSENT

Arlington Heights Police, Arlington Heights Fire, Schaumburg Fire, Streamwood Police, and Streamwood Fire.

NWCDS PERSONNEL

John Ferraro, Executive Director; Kevin Diluia, Assistant Director-Operations; Brian Drake, Assistant Director-Support Services; Terri Svec, HR/Finance Manager.

APPROVAL OF MINUTES

Moved by Chief Lambel and seconded by Chief Stoeckel, to approve the minutes of the July 20, 2017, Regular Meeting. *Voice Vote: Motion Carried.*

EXECUTIVE DIRECTOR'S UPDATE

CAD Project Update

John provided an update on the CAD Project. The RFP was released and posted on our website and a pre-RFP response meeting was held for all interested parties. We are now just waiting for RFP responses.

The plan for the CAD project is to pick a CAD product in November and go to contract in December when vendor prices are typically lower. We will go into January or February if needed, in order to pick the best possible product and service for NWC.

Joint Hiring Project with DU-COMM

John stated that we have completed a memorandum of understanding with DU-COMM and will be conducting a joint-hiring project on October 4th. The plan is to use ZONE testing, which has proven successful in the past. DU-COMM has been very supportive of this effort, providing all of the testing equipment that will be necessary to test the candidates. We currently have 130 candidates signed up for the testing session. NWCDS is currently looking to fill 2 open positions; DU-COMM has approximately 10 or more open positions.

Schaumburg Tower Update

John announced the Schaumburg Tower Project has been completed without any distinguishable interruption of service. The old tower is scheduled to come down next week.

Boland Retirement

Debra Boland has retired on August 31, 2017 with 26 years of service. John commented that she will be missed by the staff, and we wish her all the best.

NEW BUSINESS

Calendar Year 2018 NWCDS/NWC911 Budget

John made note of a few key points in the CY2018 budget:

- A 0.59% overall budget increase is projected for Member Assessments. This was accomplished by adding one additional TCIV to the 9-1-1 reimbursements to reduce the overall expense. We are able to do this because of the increase in 9-1-1 surcharge revenue that was approved for January, 2018. Our affiliate members will pay the same 0.59% increase as our members.
- We anticipate seeing approximately \$1.05 of the \$1.50 surcharge that was approved. However, given that the state is four months behind in sending the revenue to us and the final amount we will receive is unknown, we've taken a conservative approach to budgeting how much 9-1-1 surcharge we will receive.
- We are budgeting for a 2.5% increase overall for TCs, per the current collective bargaining agreement. There was an 11.8% increase projected in health insurance expense which is primarily due to an increase in the number of employees selecting the family plan on our insurance.
- The Workload Apportionment page of the budget does depict some fluctuation between the members, and we are disappointed in these fluctuations overall. However, we have looked at "smoothing" as well as other funding models and feel that no matter which model is selected there are win/lose situations.
- On a bright note, the Budget Subcommittee agreed that we will use the increase in 9-1-1 surcharge revenue to fund the CAD Project without a special assessment to each community. This is a significant savings to our members.

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- On the 9-1-1 budget, John noted that there is an increase in expense for the fiber networking fees and connectivity needed to support the new CAD, which is a priority for NWC911.
- On the Capital budgets, John pointed out that we have added \$1.5M for the CAD project. This is a combination of \$500,000 from NWCDS and another \$1M from NWC911; we are hoping for reasonable pricing on the CAD equipment.
- We are looking into potentially replacing Higher Ground to reduce costs.
- Pictometry has delivered the new GIS photos. These are available for download. Members may contact Brian Drake if interested.

Moved by Chief Clark and seconded by Chief Haas to approve the CY2018 NWCDS/NWC911 budget as presented. *Voice Vote: Motion Carried.*

Crisis Intervention Team

John explained that training on situations involving the mentally ill or suicidal persons was lacking, but there's a plan for improvement. NWCDS' Operations Manager Ariana Kitty has taken the lead on this with training and conferences, and will be teaching courses hosted here in 2018. We expect to have three quarters of the NWCDS staff training by the end of 2018.

A question was posed as to whether or not we would be able to reserve a few spots in the class for our communities to send their staff for the training. John responded that we would look into this.

Skills Review

Kevin Diluia explained that currently our TCs are required to recertify annually, however no skills assessment is done as part of that recertification process. He discussed that we would like to start having a skills review as a way to refresh and improve our responses to certain scenarios. Kevin commented that the TCs are concerned that a skills assessment might be included as part of their evaluation, but Kevin responded that it's too soon to be concerned about this. Kevin has created a team of TCs and OM's to discuss and develop this process. The overall idea is to have all of our staff equally trained so that any TC can sit in any position and be successful.

Some of the Chiefs commented that they are interested in helping to support this process by meeting with the staff to express how important this skills training would be to our communities. Kevin and John thanked the committee for their support.

FirstNet – Motorola Trial

Brian Drake provided an overview of Motorola's efforts to conduct a trial of FirstNet. They would like a few volunteers onboard to pilot this program, and NWCDS will be getting five devices to try as part of this trial. We should have a better picture of how this works in the next several months. Brian noted that we are not mandated to move to FirstNet.

John added that we currently have three towers on this network, but Verizon has been very interested in this trial and may be competitive as this moves forward. While we are not required to move to FirstNet, the competition generated by Motorola may improve pricing offered by Verizon, to our advantage.

OLD BUSINESS

Response Determinates - Update

John stated that we have held two training sessions so far with more in the near future. The staff is working on refining the A/B/C/D/E assignments to see how these are being used and look for any exceptions to the process. John commented that we are gathering and reviewing statistics and currently about 60% of the As and Bs are non-emergency ambulance calls. Once we have more information, we will bring that back to the Executive Committee.

New CAD Update – Radio IP

We are currently using IDNetwork for CAD, but there's a push to upgrade to NetMotion. Buffalo Grove is currently using NetMotion as a pilot. With the new CAD, we will need to switch everyone over to NetMotion. There is no mandate for everyone to use this, but this will be the standard and the recommendation from NWCDS, and we do not expect this change to have any impact on any community's hardware.

NetMotion is an application that can be used on almost any type of device (i.e. iPad, laptop, computer, etc.). John suggested that any community that is considering a hardware upgrade, consider postponing those upgrades until after January 1st just so we can confirm that there will be no impact on your new devices.

Communications Subcommittee

Brian Drake provided an update regarding giving Cook County our encryption key. The general sense of the committee is not to put these talk groups in the command posts or to develop a shared encryption key. Static ICS205s for certain events may be the better option, but this can be problematic in the field. Brian is working on some scenarios for ICS205s to see where we can potentially go with this concept. The Subcommittee's next meeting is scheduled for September 25th.

Other Topics

Chief Lambel congratulated Jim Walters on his promotion to Chief for the Schaumburg Fire Department. Chief Nowacki announced that Chief Scott Franzgrote is retiring at the end of the month and wished him the best in his retirement.

ADJOURNMENT

Moved by Chief Jorian and seconded by Chief Stoeckel to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 9:02 A.M.