

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, JULY 19, 2018.

CALL TO ORDER

Chief Ken Koeppen called the meeting to order at 8:16 A.M.

ATTENDING

Assistant Chief Nick Asta for Jim Kreher (Barrington-Countryside Fire Chief), D/C Scott Eisenmenger for Steve Casstevens (Buffalo Grove Police Chief), D/C Bill Wagner for Michael Baker (Buffalo Grove Fire Chief), Chuck Walsh (Elk Grove Police Chief), D/C Lance Harris for Richard Mikel (Elk Grove Fire Chief), Ted Bos (Hoffman Estates Police Chief), Pat Fortunato (Hoffman Estates Fire Chief), John Koziol (Mount Prospect Police Chief), Brian Lambel (Mount Prospect Fire Chief), Al Stoeckel (Palatine Police Chief), D/C Scott Mackeben for Scott Anderson (Palatine Fire Chief), Rich May (Palatine Rural Fire Chief), Al Steffen (Prospect Heights Police Chief), John Nowacki (Rolling Meadows Police Chief), *Terry Valentino (Rolling Meadows Fire Chief), Jim Lamkin (Schaumburg Police Chief), Jim Walters (Schaumburg Fire Chief), Daryl Syre (Streamwood Police Chief), and Chris Clark (Streamwood Fire Chief).

A quorum was present.

*Chief Valentino arrived at 8:30am

OTHERS ATTENDING

Mick Fleming, Emergency Management Coordinator; D/C Jeff Moxley (Rolling Meadows Fire); Ian Irizarry, Management Analyst at Village of Hoffman Estates.

MEMBERS ABSENT

Arlington Heights Police, Inverness Police

NWCDS PERSONNEL

John Ferraro, Executive Director; Kevin Diluia, Assistant Director-Operations; Brian Drake, Assistant Director-Support Services; Terri Svec, HR/Finance Manager; Christine Zatz, Office Manager. Nate Krause, NWCDS Operations Manager; Lauri Orwig, NWCDS Training Manager.

INTRODUCTIONS

None

APPROVAL OF MINUTES

Moved by Chief Lamkin and seconded by Chief Stoeckel, to approve the minutes of the May 17, 2018, Regular Meeting. *Voice Vote: Motion Carried.*

EXECUTIVE DIRECTOR'S UPDATE

9-1-1 Surcharge Revenue from Illinois

As the State of Illinois gets on track with the new 9-1-1 surcharge from \$.87 to \$1.50, we are encouraged by the amounts remitted to NWC911 in 2018. There is always concerns that the 9-1-1 money could be swept to assist with budgetary problems in the State. If money was swept, it would make Illinois ineligible for certain federal grant money. The State could get around this by doing what they are calling “inter-budgetary borrowing” from one line item to the next in the State budget. John is able to stay on top of what is happening by his participation on the joint Illinois APCO/NENA Legislative Committee.

Roof Project

Construction on the roof replacement project began on June 11, 2018 by Bennett and Brosseau. Our engineers/consultants from Wold/Ruck/Pate are overseeing the project and providing regular observation reports. Deputy Director Drake utilized his drone to video the day-to-day progress of the project.

Even though they were heavily vetted through the RFP process and reference checks, there were issues and challenges like roof leaks and smells into the Communication Center. Any costs incurred due to Bennett and Brosseau will be deducted from their final bill with the support of the architect per the contract.

Phone System Network Reconfiguration

On June 26, 2018, the phone system network was reconfigured to eliminate the single-point-of failure issue that occurred in April. The change took a couple of hours, but the Schaumburg backup center was staffed to ensure there were no interruptions of service to the citizens. On July 9, 2018, Comtech applied a software patch that corrected a 9-1-1 transfer issue that was occurring for the last several months.

The phone system’s hardware is reaching its end of life, so we will be comparing the benefits of repairing or replacing the system. Nothing has been decided yet, but we need to keep the options open.

Alarms

John announced that Tyco and Johnson Controls merged and since the merger, alarm subscribers who have not paid their bill seem to be disconnected more aggressively and with less notice. Randy Justin from Tyco/Johnson Controls participated on a conference call with several NWCDS Fire Department representatives, and most of those representatives were concerned that they were not notified when service was cut. Tyco/Johnson Controls stated that they will make sure they are notifying the Fire Departments of all service terminations.

Chief Lambel clarified that this issue is not with the radio alarms, which can be monitored and reviewed with monthly reports, but with the hard line connections. Fire Departments were not being notified that the lines were disconnected and communications weren’t being transmitted. The alarm companies have since said that they will now let the Fire Departments know when alarms are shut off.

Apple/iOS:

At the NENA conference in Nashville, Apple announced that their next operating system for iPhone will have quicker and more reliable location information on calls made to 9-1-1. The technology is provided by a company called RapidSOS.

While RapidSOS has urged phone system providers to make this information available for no charge to the PSAPs, that may not be the case with our current provider, Comtech. We have reached out to Comtech to see what is involved with receiving the enhanced information, and they are working internally to provide a plan for NWCDS and their other customers.

NEW BUSINESS

MABAS

Every month John likes to update the Committee with a report on what's going on within NWCDS. Since NWCDS is the MABAS 1 Dispatch Center, a MABAS Report was included in the meeting packet and John encouraged members to review it.

Brian Drake helped Red Center during the Prospect Heights Condominium fire (Division 3 MABAS call out) with their mobile command vehicle and their radios.

Talk Group Access Agreement: Northfield, Glencoe, Kenilworth, and Wilmette Police Departments

Moved by Chief Koziol and seconded by Chief Stephens to approve the Talk Group Access Agreement between Northwest Central Dispatch System and Northfield PD, Glencoe PD, Kenilworth PD and Wilmette PD in regard to allowing Talk Group access as described in the meeting packet. *Voice Vote: Motion Carried.*

OLD BUSINESS

Response Determinants

John explained that the mid-year report is in the packet and that the changes have been smooth with our staff. Work continues with response determinants.

NEW CAD – Update (Technology Day)

66 people from 11 communities attended Technology day in June with vast positive feedback. There was a suggestion to split the day into Police and Fire next time, but overall it was a success. FirstNet did not show up, as they didn't want to pay the fee or present on the same day as Verizon, and we are confident Verizon will lower their prices overall to match what FireNet offers.

The CAD project is moving along with regular committee meetings, status calls with Motorola, and work on the different interfaces. CAD provisioning training continues, and there has been good communication and help with Motorola. RMS provisioning training started and will continue next week with the RMS representatives.

Radio Subcommittee Common Zone - Update

Brian Drake updated the Committee in regards to the common zone talk group proposal for the portable and mobile radios. The common interoperable talk group for our area in the state is the region 4B talk group. To make it easy to remember where it is in the

radio, the Committee decided to use position (zone)B; (channel)4. The rest of the common talk groups will go to the common D Zone in all radios.

The communications subcommittee has been willing to compromise while still meeting our goal. This initiative will allow for better cross agency communications on larger scale incidents thus reducing risks and increasing effective, efficient communications.

Moved by Chief Valentino and seconded by Chief Walters to approve the Common D Zone, Channel B4, leaving the rest of the B Zone open for daily operations. *Voice Vote: Motion Approved.*

Fire RMS – Recommendation vote required

Fire RMS Decision

When the CAD request-for-proposal was released in late 2017, there was a separate section requesting bids for Fire Records Management Systems. Several proposals were received. The Fire CAD group, the RFP Selection Committee, and the Executive Committee approved narrowing down the choices to the incumbent Firehouse, and Image Trend, which is the same company that provides software at the hospital for EMS reporting.

The Executive Committee needs to give a formal recommendation to the Joint Board on the following:

1. Which departments are choosing to stay on Firehouse and which are moving to Image Trend? Also, if there should be any type of mandate for all NWCDS member fire departments to be on the same platform.
2. Should NWCDS be a central billing point for Image Trend or should each department just deal with Image Trend on their own?
3. If NWCDS is the central billing point, should the startup costs be divided evenly amongst the fire departments?
4. If NWCDS is the central billing point, should the annual recurring costs be divided by call volume?
5. If NWCDS is the central billing point, should NWCDS pay the \$1,000 per department fee for interfacing to Motorola? (NWCDS is already paying Motorola's interface fee for both Image Trend and Firehouse)
6. Should NWCDS consider paying for the startup costs?

The Executive Committee discussed the above options and concluded:

1. All Departments will go with Image Trend except for Schaumburg, who is choosing to stay with Firehouse. Chief May stated that Palatine Rural is on the fence, due to the startup costs of Image Trend. If the startup costs will be covered by NWCDS, Palatine Rural will likely switch to Image Trend for their records management system.
2. The Committee would like NWCDS to be the central billing point, in order to save money overall.
3. If NWCDS is the central billing point, the annual recurring costs will be divided by call volume. This may be adjusted in the future.
4. If NWCDS is the central billing point, NWCDS will pay the \$1,000 per department fee for interfacing to Motorola. (NWCDS is already paying Motorola's interface fee for both Image Trend and Firehouse).

5. NWCDS will pay for the startup costs.

Moved by Chief Fortunato and seconded by Chief Clark to approve the concluded discussion from the Executive Committee as stated above and recommend to the Joint Board.

Roll Call Vote: *Motion Carried: Time 8:48 am*

Roll Call Ayes: Ken Koeppen, D/C Scott Eisenmenger for Steve Casstevens, D/C Bill Wagner for Michael Baker, Chuck Walsh, D/C Lance Harris for Richard Mikel, Ted Bos, Pat Fortunato, John Koziol, Brian Lambel, Al Stoeckel, D/C Scott Mackeben for Scott Anderson, Al Steffen, John Nowacki, Terry Valentino, Jim Lamkin, Jim Walters, Daryl Syre, and Chris Clark.

Roll Call Nays: none

John stated that there will be some Bylaws that come into effect with the motion if Schaumburg decides to join later on, as well as possible discounts to both Inverness and Prospect Heights, who do not have a Fire Department. This will be decided by the Joint NWCDS and NWCDS 9-1-1 Board of Directors.

ANNOUNCEMENTS

Mick Fleming requested that the Executive Committee recommend a Fire, Police and Public Works liaison to participate as part of the exercise development team for the upcoming FEMA IEMC that is set to take place in June of 2019.

Mick also let the committee know that he would be inquiring each member community for their siren stewards in order to get an idea of the potential saving from centralizing the purchase of sirens.

ADJOURNMENT

Moved by Chief Wagner and seconded by Chief Fortunato to adjourn the meeting.
Voice Vote: Motion Carried. The meeting was adjourned at 8:52 A.M.