

MINUTES OF THE REGULAR JOINT MEETING OF THE NORTHWEST CENTRAL DISPATCH BOARD OF DIRECTORS AND THE NORTHWEST CENTRAL 9-1-1 SYSTEM BOARD, 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

Chairman Sam Trakas called the meeting to order at 9:05 A.M.

MEMBERS ATTENDING

Randy Recklaus (Village Manager Arlington Heights), D/C Bill Wagner for Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Jim Norris (Village Manager Hoffman Estates) Sam Trakas (Village Administrator Inverness), Michael Cassady (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Joe Wade (City Administrator Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), *Brian Townsend (Village Manager Schaumburg), Sharon Caddigan (Village Manager Streamwood).

A quorum was present

*Brian Townsend arrived at 9:13AM

MEMBERS ABSENT

NONE

ALSO ATTENDING

Assistant Chief Nick Asta for Jim Kreher (Barrington-Countryside Fire Chief), D/C Scott Eisenmenger for Steve Casstevens (Buffalo Grove Police 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).

NWCDS PERSONNEL

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

OTHERS ATTENDING

Mick Fleming (JEMC), Ira Kessler, Prescient-NWCDS IT Specialist; D/C Jeff Moxley (Rolling Meadows Fire); Ian Irizarry, Management Analyst at Village of Hoffman Estates.

PUBLIC COMMENT

None

CONSENT AGENDA

Moved by Mr. Krumstok, seconded by Mr. Rummel to accept the May 17, 2018, Joint Meeting Minutes (Regular & Closed), the May and June Budget Summaries and the NWC and NWC911 System Check Registers for May (NWC=\$852,381.07; NWC911=\$492,192.36) and June (NWC = \$877,992.24; NWC911 = \$373,900.28), the Executive Director's Report, the Assistant Director-Operations Report, the Finance/HR Manager's Report and the Assistant Director-Support Services Report.

Roll Call Vote: Motion Carried. Time: 9:09 am

Roll Call Ayes: Mr. Recklaus, Chief Wagner, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Mr. Wade, Mr. Krumstok, Ms. Caddigan.

Nays: None

Members Absent: Mr. Townsend

EXECUTIVE DIRECTOR'S UPDATE – John Ferraro
9-1-1 Surcharge Revenue from the State of Illinois

We are encouraged by the amount of Surcharge money remitted to NWC911 in 2018, but cautious of possible 9-1-1 fund sweeps. If sweeps were to occur, it could impact future federal grant status for the State. To get around that impact, the State may try renaming the possible sweep, calling it "interfund borrowing". John will update this information if it changes. John included a table in the packet that showed surcharge money received from the State for 2018.

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. Even though they were heavily vetted, 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 as a "hold back". The consultants from Wold and our attorney agree with this course of action.

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.

NENA Conference:

John attended and presented at the national NENA conference in June. He announced that he was honored to be asked to fill a role on the national NENA Board of Directors as an appointed regional representative, but respectfully declined the position, as his focus remains on the CAD project. He stated that he let them know that he would be excited to fill a role on the NENA Board in the future or once the CAD project is complete.

Apple/iOS:

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

Prescient Annual Review

Ira Kessler briefed the Board on his accomplishments for the year and explained that a more detailed account is in the meeting packet. A few of the more significant events include a dedicated Comcast EVPL link to Schaumburg for 911 traffic; a conversion of agency EVPL circuits from coax to fiber connections; moving the Schaumburg CAD stations to dedicated Microwave link between NWCDS and Schaumburg; enhancements to the 911 network to minimize single points of failure with more redundancies.

Ira stated that the main focus in the coming year is support for the new CAD system and a true disaster recovery site in Schaumburg.

John thanked Ira for all of his hard work and praised him and Prescient for their accomplishments and help within NWCDS. He was happy that former resource, Mike Terpstra still remained involved at NWCDS when it is needed.

NWCDS/NWC911 Calendar Year 2019 Budget Subcommittee

Mr. Recklaus, Mr. Cassady, and Chief Lambel volunteered to head this Calendar Year 2019 Budget Subcommittee.

Centralized RMS Subcommittee – Volunteers needed

Mr. Trakas volunteered to head the Centralized RMS Subcommittee and seeing as there were no other volunteers, Mr. Trakas asked others to make suggestions, and said he was going to reach out for other volunteers after today's meeting. Mr. Trakas and a couple of other Village Managers will meet to determine the goals of the committee and who will participate.

Motorola Radio Contract Change

In December of 2016, the NWCDS/NWC911 Joint Board approved a modification to the radio contract with Motorola. Motorola has changed their service agreement model to a tiered package system. The new service agreement falls under their Advanced Plus Package, which provides NWCDS with everything we previously had and a faster response time at no additional cost. Although there is a one-time administration fee to add hardware support/replacement for all workstations, the timing is perfect because several of our computers are reaching their end of life. The new annual cost for the radio system contract with Motorola is \$484,569. The old cost was \$464,599.

Moved by Mr. Rummel, and seconded by Mr. Krumstok to approve the Motorola Radio Contract Agreement change to \$484,569 annually, which includes the normal annual increase, the one-time fee to add the new hardware, and the five percent (5%) discount for additional agencies, while still falling within the budgeted amount for Calendar Year 2018.

Roll Call Vote: Motion Carried. Time: 9:21 am

Roll Call Ayes: Mr. Recklaus, Chief Wagner, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Mr. Wade, Mr. Krumstok, Mr. Townsend, Ms. Caddigan.

Nays: None

Annual Review of Closed Session Minutes

1. January 19, 2017
2. July 20, 2017
3. January 18, 2018

Moved by Mr. Ottesen and seconded by Mr. Recklaus to release the Closed Session January 19, 2017 minutes, but not the July 20, 2017 nor the January 18, 2018 minutes.

Roll Call Vote: Motion Carried. Time: 9:22 am

Roll Call Ayes: Mr. Recklaus, Chief Wagner, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Mr. Wade, Mr. Krumstok, Mr. Townsend, Ms. Caddigan.

Nays: None

OLD BUSINESS

New CAD – Update

John announced that about half of the 66 attendees at Technology Day filled out a survey and a lot of positive feedback was received. Work continues with Provisioning training, Records training, and GIS training and communication with Motorola remains positive. John praised the Records, Police and Fire representatives, and NWCDS staff, as their input has been imperative to the CAD project's success.

Fire RMS Decision

The Executive Committee made recommendations for the Board's approval, and concluded:

1. All Departments will go with Image Trend except for Schaumburg, who is choosing to stay with Firehouse. If the startup costs will be covered by NWCDS, Palatine Rural will 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 all of the startup costs.

There was concern about which community the costs being based on activity when Mutual Aid is involved, as well as how to share the costs when a community has no fire department, like Inverness and Prospect Heights. John suggested removing Mutual Aid from the monthly report and charging the town in which the call for Mutual Aid originated. Initial costs will be based on call volume, which will be adjusted if needed.

Additionally, Palatine Rural and Barrington Countryside would pay their own start-up costs, as if they were using Image Trend on their own. That money would be a one-time credit to Inverness and Prospect Heights, who do not have a fire department in their community.

NWCDS/NWC911 Joint Board Meeting Minutes
July 19, 2018

If Schaumburg were to join in the future, Schaumburg will pay any additional costs associated with joining, like data dump/transfer. Their initial start-up costs will be paid by NWCDS, along with all other participating members, to acquire Image Trend.

Moved by Mr. Rummel, and seconded by Mr. Krumstok to accept the Executive Committee's recommendation, along with the Board's decision to have Schaumburg pay for any additional costs involved if joining later. Additionally, Palatine Rural and Barrington Countryside would pay their own start-up costs, as if they were using Image Trend on their own. That money would be a one-time credit to Inverness and Prospect Heights, who do not have a fire department in their community. A formal contract will be forthcoming. *Voice Vote: Motion Carried.*

Firstnet – Update

Frank Broich, AT&T consultant, on behalf of Firstnet never showed for Technology Day. He later sent an email expressing his disinterest in our event based on Verizon being there and the small fee to participate.

John suggested tabling this and using a 'wait and see' approach, as Verizon is expected to drop their costs and match Firstnet's pricing; the Board agreed.

ANNOUNCEMENT

Mick Fleming announced that Illinois' Lieutenant Governor will be presenting the Joint Emergency Management System with a Shared Services Best Practices award and highlighting them in the Shared Services Journal for 2018.

ADJOURNMENT

Moved by Mr. Townsend, and seconded by Mr. Krumstok to adjourn the regular joint meeting of the Northwest Central Dispatch System and the Northwest Central 911 System Board. *Voice Vote: Motion Carried.*

The meeting was adjourned at 9:53 am.