

**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, MARCH 22, 2018.**

**CALL TO ORDER**

Chairman Sam Trakas called the meeting to order at 9:02 A.M.

**MEMBERS ATTENDING**

Chief Koeppen for Randy Recklaus (Village Manager Arlington Heights), Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Sam Trakas (Village Administrator Inverness), Michael Cassady (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Al Steffen for Joe Wade (City Administrator Prospect Heights), Chief Valentino for Barry Krumstok (City Manager Rolling Meadows), Brian Townsend (Village Manager Schaumburg), Sharon Caddigan (Village Manager Streamwood).

A quorum was present

**MEMBERS ABSENT**

NONE

**ALSO ATTENDING**

Nick Asta for Jim Kreher (Barrington-Countryside Fire Chief), Steve Casstevens (Buffalo Grove Police Chief), Michael Baker (Buffalo Grove Fire Chief), Chuck Walsh (Elk Grove Police Chief), Richard Mikel (Elk Grove Fire Chief), Ted Bos (Hoffman Estates Police Chief), Acting Chief Pat Fortunato (Hoffman Estates Fire Chief), Al Stoeckel (Palatine Police Chief), Scott Anderson (Palatine 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), 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, Operations Training Manger; Christine Zatz, Office Manager.

**OTHERS ATTENDING**

John Kelly (NWCDS Attorney), Mick Fleming (JEMC), Brandon Buchanan (JEMS Intern), Fred Schuster (Wold Architects).

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

Moved by Mr. Ottesen, seconded by Ms. Caddigan to accept the January 18, 2018 Joint Meeting Minutes (Regular & Closed), the January and February Budget Summaries and the NWC and NWC911 System Check Registers for January (NWC = \$1,147,067.24; NWC911=\$442,538.54) and February, 2018 (NWC = \$853,755.59; NWC911 = \$430,146.91), the Executive Director's Report, the Assistant Director-Operations Report and the Assistant Director-Support Services Report.

***Roll Call Vote: Motion Carried. Time: 9:04am***

**Roll Call Ayes:** Chief Koeppen, Mr. Bragg, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Chief Steffen, Chief Valentino, Mr. Townsend, Ms. Caddigan.

**Nays:** None

**EXECUTIVE DIRECTOR'S UPDATE – John Ferraro**

**9-1-1 Surcharge**

John explained that an April increase is expected and then we will have a better idea of what that monthly amount will be going forward. There is always the threat of the 9-1-1 Surcharge money to be swept by the State, but nothing has been announced.

**2017 Audit**

The rough draft of the audit is complete and no delays are expected as long as IMRF cooperates. The final audit is expected to be brought to the May meeting.

**Evacuation Procedures**

Yesterday the Management team and the Operations Managers visited the Schaumburg back-up center at the police department and refreshed our evacuation procedures. Operations Manager Rob Milka is heading up the training for our Telecommunicators and staff in late April. A partial evacuation will take place in the coming weeks as a refresher as well.

**Kari's Law**

John talked about Congress passing Kari's Law and how both NENA and APCO will be providing information about it, which will be posted on the NWCDS Website.

**NEW BUSINESS**

**Motorola Premier One CAD/LRMS/Mobile Contract**

Moved by Mr. Bragg and seconded by Mr. Townsend to approve the contract with Motorola Solutions by a roll call vote of the NWCDSS/NWC911 Joint Board and begin the implementation/provisioning process immediately using budgeted

capital reserve funds, including the option to lock in the pricing for Convert on Demand (LRMS) for a three year period after implementation.

**Roll Call Vote: Motion Carried. Time: 9:58am**

**Roll Call Ayes:** Chief Koeppen, Mr. Bragg, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Chief Steffen, Chief Valentino, Mr. Townsend, Ms. Caddigan.

**Nays:** None

Considerable work was done to strike the best deal with Motorola. Some highlights include:

- Payment terms that include a significant percentage of the money not paid until after “go live” with both CAD and LRMS
- Contractual protection for NWCDS if Motorola does not meet the “go live” date of November 6, 2019
- Reduction in best and final offer pricing price. Comparison by Bob Scott (MCP) with other national Motorola contracts confirmed that this was an aggressively priced proposal
- Interfaces that far exceed our current capabilities and automate many processes currently performed manually (LEADS, IUCR, LiveScan, I-CLEAR, Lexis/Nexis, QuickIt, etc.)
- Master site license allows NWCDS and each community to add CAD, LRMS, and mobile data licenses without an increase in price
- Inclusion of seventy (70) handheld licenses for IOS/Android phones (about three (3) per police/department)
- EZ Street Draw for crash report diagramming
- A turnkey hardware platform that provides maximum redundancy and system resiliency with an off-site disaster recovery environment (at the Schaumburg Police Department)
- Competitive total annual maintenance (after warranty in the 1<sup>st</sup> year) with only a minimal annual increase each year. Maintenance includes CAD, LRMS (which was not paid by NWCDS in the past), mobile data, and server hardware maintenance. Motorola provides for a 30-minute or faster response time to any reported issues
- This a 10-year contract that can be cancelled by NWCDS, but with penalty
- Requires fiber connection upgrade from 10mb to 50mb (increase to annual NWCDS operating budget)
- Implementation will begin in mid-April with a “go live” of all systems expected on November 6, 2019

- If maintenance with ID Networks is desired beginning in January of 2019, those costs will be included in the annual NWC911 operating budget

After discussion, the Joint Board unanimously approved the contract with Motorola Premier 1 CAD, police records, and mobile data, including locking in the price for Convert on Demand for a three-year period.

### **Uninterrupted Power Supply (UPS) Replacement**

Moved by Mr. Ottesen and seconded by Mr. Townsend to approve the UPS Replacement and UPS Battery Replacement per the meeting packet, at a cost of \$74,092.39, per the updated Nationwide quote.

**Roll Call Vote: Motion Carried. Time: 9:59am**

**Roll Call Ayes:** Chief Koeppen, Mr. Bragg, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Chief Steffen, Chief Valentino, Mr. Townsend, Ms. Caddigan.

**Nays:** None

### **OLD BUSINESS**

#### **Firstnet**

John, Brian and Kevin met with the AT&T Illinois Firstnet representative again. He provided pricing, which is included in the packet, and advised that AT&T/Firstnet would not lower prices for going with one NWCDS contract for all member communities. A determination will have to be made regarding:

- Should NWCDS communities migrate to Firstnet?
- Should NWCDS communities decide on their own?
- Should NWCDS communities utilize an umbrella contract for all by NWCDS?

The NWCDS admin team also met with Verizon. The Verizon rep said that they were updating their pricing based on AT&T's new Firstnet pricing and it should be out in the next thirty (30) days or so. The Verizon rep was not sure if forming one contract for all of NWCDS communities would lower the cost.

AT&T/Firstnet is priority for public safety data on their system, but it is not what was advertised in the beginning, which was supposed to be a separate public safety data system.

After some discussion, the consensus was to wait and see what pricing Verizon offers before deciding whether or not to go with Firstnet.

### **Everbridge**

John thanked Mick Fleming for his work on the Everbridge Mass Notification policy. The purpose of this document is to describe the approved procedures and authorized usage of the Northwest Central Mass Notification System. This document defines the purposes for system activation, system data, those with authority to control system set-up and the criteria for activation.

Messages that are personal or political in nature are strictly prohibited. Use of the Mass Notification System is for official government business and emergency communications only. It is the responsibility of each member agency to ensure appropriate access, usage, policies, and protocols for use of this system.

Mr. Townsend asked what can be done on a more regular basis to inform the public on why a mass notification is going out. Mick suggested posting as much information as possible on social media, but also providing more outreach to the public. Whenever there is an event with a public education booth, Mick said member communities should ask to have our Emergency Management or Public Education personnel there to explain the system and sign people up. John also mentioned that NWCDS staff can be available to help in booths during festivals, “nights out,” or open houses too, through our Public Education Program.

Mr. Townsend asked if communities perform quarterly or monthly tests on their Everbridge system. Mick recommended that all communities perform a quarterly test with their system, which will make residents more aware of it. Having it on the same day as the siren testing might be beneficial. Chief Valentino suggested having a link allowing residents to access Everbridge information. Deputy Director Diluia will work with Mick to set up quarterly test notifications.

### **Executive Director’s Amended Goals**

Per the meeting packet, John provided his amended Goals for 2018.

### **Roof Project Update**

The RFP was released and there is a timeline in the meeting packet. Fred Schuster from Wold, the Architect on the roof RFP, has assisted NWCDS staff with this project and the plan is to bring a proposal to the May meeting for Joint Board approval.

### **ADJOURNMENT**

Moved by Mr. Bragg and seconded by Mr. Norris 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 10:10 am.