

MINUTES OF THE REGULAR MEETING OF THE SYSTEM BOARD OF THE NORTHWEST CENTRAL 9-1-1 SYSTEM, HELD IN THE NORTHWEST CENTRAL DISPATCH SYSTEM TRAINING CENTER, 1975 EAST DAVIS STREET, ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS ON THURSDAY, SEPTEMBER 15, 2011.

CALL TO ORDER

Mr. Fritz called the meeting to order at 10:10 A.M.

MEMBERS ATTENDING

Bill Dixon (Village Manager Arlington Heights), Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Jim Norris (Village Manager Hoffman Estates), Curt Carver (Village Administrator Inverness), Chief John Malcolm for Mike Janonis (Village Manager Mount Prospect), Chief Scott Andersen for Reid Ottesen (Village Manager Palatine), Chief Jamie Dunne for Anne Marrin (City Manager Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), Ken Fritz (Village Manager Schaumburg), Gary O'Rourke (Village Manager Streamwood).

A quorum was present

MEMBERS ABSENT

None

ALSO ATTENDING

Nick Pecora for Gerald Mourning (Arlington Heights Police Chief), Glenn Ericksen (Arlington Heights Fire Chief), Steve Balinski (Buffalo Grove Police Chief), Terry Vavra (Buffalo Grove Fire Chief), Chuck Walsh for Steve Schmidt (Elk Grove Village Police Chief), Mike Hish (Hoffman Estates Police Chief), Robert Gorvett (Hoffman Estates Fire Chief), Bob Haas (Inverness Police Chief), Michael Semkiu for John Dahlberg (Mount Prospect Police Chief), John Malcolm (Mount Prospect Fire Chief), Brad Grossman for John Koziol (Palatine Police Chief), Scott Andersen (Palatine Fire Chief), Hank Clemmensen (Palatine Rural Fire Chief), Jamie Dunne (Prospect Heights Police Chief), Dave Scanlan (Rolling Meadows Police Chief), Ron Stewart (Rolling Meadows Fire Chief), Brian Howerton (Schaumburg Police Chief), Dave Schumann (Schaumburg Fire Chief), James Keegan for Alan Popp (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

NWCDS PERSONNEL

Cindy Barbera-Brelle, Executive Director, Carole Urry, Assistant Director-Operations, Barb DeWolf, Finance/HR Manager.

APPROVAL OF MINUTES

Moved by Mr. O'Rourke, seconded by Mr. Ottesen, to approve the minutes of the July 21, 2011, Regular Meeting. *Voice Vote: Motion Carried.*

FISCAL YEAR 2011 AUDIT

Dan Berg from Sikich, LLP discussed the healthy financial aspects of NWC911.

Moved by Mr. Rummel, seconded by Mr. Norris to approve the Fiscal Year 2011 Audit. *Voice Vote: Motion Carried.*

JULY & AUGUST BUDGET SUMMARY

Savings = \$1,771,539; Savings CD rolled over (8/28/12 Maturity/.5% Interest Rate) = \$1,274,099; Checking = \$129,132; Total Cash Assets = \$3,174,770.

Moved by Mr. Norris, seconded by Mr. Bragg to accept the July and August Budget Summary. *Voice Vote: Motion Carried.*

JULY & AUGUST CHECK REGISTER

Moved by Mr. Dixon, seconded by Mr. Bragg to accept the July and August Check Register. *Roll Call Vote: Motion Carried.*

ROLL CALL AYES: 11 – Mr. Bragg, Mr. Carver, Mr. Dixon, Mr. Fritz,
 Chief Malcolm, Mr. Krumstok, Mr. Norris, Mr. O'Rourke,
 Chief Andersen, Mr. Rummel, Chief Dunne.
 NAYS: 0
 ABSTAIN: 0

CAD SYSTEM PROJECT

ID Networks and Staff are continuing to work on functionality specifically security, mapping, CAD commands, screen layouts and interfaces. ID Network resources will be on site this week.

MOBILE DATA PROJECT

Work continues with RadiolP on a couple of remaining issues with the MultiP client. ID Network resources are on site this week.

RADIO SYSTEM REPLACEMENT PROJECT

The Design Review meeting was completed on August 30th. The System is projected to be staged at Motorola the 1st Quarter 2012, installed 2nd Quarter 2012 followed by coverage testing. Cutover is projected for 4th Quarter 2012/1st Quarter 2013.

The Region 54 Planning Committee application was submitted 9/12/11.

RADIO SYSTEM SUBSCRIBER UNITS

Barb and Cindy met with Motorola following the submittal of their subscriber response to answer questions. They offered 4 discount levels.

20%	25%	28%	32%
0-100	101-500	501-1000	+1000

A miscommunication with Motorola on the interpretation of their subscriber pricing submittal occurred. We understood that we were eligible for a 32% discount plus the incentives and discounts. In reality, to qualify for the incentives and discounts the base discount for the radios is 20% not the 32% we initially used because we projected that we would be ordering more than 1,000 radios.

As a result the unit cost increases for portables range from \$579 to \$993, for mobiles from \$709.20 to \$1,159.08 and for Consolettes from \$1,140.36 to \$1,260.36.

The Center is exploring ways to provide some relief for the cost increases. At a minimum NWCDS will cover programming costs and is exploring the possibility of covering the extended warranty costs. GPS for both the mobiles and portables is an option all other software features are required.

Relm Wireless Corporation and Thales Communications, Inc. were on site last week to demonstrate their units. The due date for electronic submittal of radio radio/accessory orders is no later than 10/7. The sooner the better so we can determine if we qualify for greater discounts/incentives. We may be eligible for additional incentives and discounts depending on the number of radios that are ordered.

Public Works may also want to join in on the radio purchase. Cindy is scheduling an informational meeting with Public Works representatives.

If our Assistance to Firefighter Grant is successful, we will be able to purchase additional radios.

RADIO SITES

Site Projects

Streamwood – 66 Veneto Court

- Received 90% drawings from Fullerton Engineering last Friday. Corrections returned early this week.
- Shelter construction in progress.
- Mason selected and working with shelter provider.
- Once building permit is submitted and approved, projecting 6-8 weeks to complete installation.
- NICOR application to bring gas to the site for the generator to be submitted once final drawings received.

Buffalo Grove – Vernon

- Electrical work completed. UPS and generator installed.
- Gas piping required at site required and to be scheduled next week.
- Structural Analysis of the Tower completed and found to support planned antennas and dishes.

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- A tower member was found to be damaged and is in the process of being replaced.

Elk Grove (Higgins Park aka Centex)

- The Village met with TowerCo on our behalf yesterday to negotiate a new lease for the monopole to mitigate the projected rent increase from \$360 to \$1860. Mr. Rummel commented that he thought it was decreased to \$1000.

Palatine – Smith Street Water Tower

- In the process of preparing the permit application for electrical changes, replacement of the UPS, generator and HVAC and installation of microwave antennas.

Arlington Heights - WYLL

- Collocation/Re-configuration agreement submitted to American Tower.
- Follow-up conversation with American Tower today. We have never paid rent for this site. I suspect that that will change in the future.

Arlington Heights – Davis Street

- In the process of preparing the permit application for electrical changes, replacement of the UPS and HVAC.

Schaumburg – Schaumburg PD

- Structural Analysis of the Tower completed and found to support planned antennas and dishes. The dishes up there now will have to be taken down 6 months after the new ones are installed.

Hoffman Estates - Safeco

- Requested to call 9/19 to schedule a meeting with Hamilton Partners (building management company).

Schaumburg – Martingale

- Current lease expires 10/1/1. Will be meeting with Property Manager and Schaumburg representative 9/19 to discuss lease and project.

DAVIS STREET TOWER REPLACEMENT PROJECT

Work continues to move antennas from the old tower to the new tower and is projected to be completed by next week with the exception of the US Cellular antennas.

RADIO SYSTEM MICROWAVE CONNECTIVITY PROJECT

License Applications for the 11 GHz licenses were submitted to the FCC and we are finalizing the bill of materials for installation of the radios and antennas.

FIRE STATION ALERTING PROJECT

The Fire Station Alerting Committee is continuing to gather information on the US Digital Designs and Westnet's First-In alerting systems. A Committee meeting is in the process of being scheduled.

EVERBRIDGE

Three overview training sessions were held in August. All of the member communities participated and we extended an offer to train locally. An Everbridge Q&A with our Account Rep was held 8/23 and unfortunately that was

lightly attended. We plan to conference with Everbridge on a monthly basis as needed to keep updated and work on trouble tickets.

NEW BUSINESS

Five Year Forecast – Cindy discussed the Center’s Fiscal Year 2011 revenue and expenses and the Fiscal Year 2012 budget, as well as the projections for the next five years. She explained that the 1½% Prepaid Wireless legislation was approved, effective January 2012. There’s usually about a 4-month lag in the State distributing surcharge, so we won’t see any income from Prepaid Wireless until April or May, 2012. She also discussed how assessments were calculated for member communities.

Mr. Carver asked for a breakdown by community; both Cindy and Barb agreed that they could do that.

RADIO SITE HVAC (Boeger & Davis Street)

Staff is requesting that the Board consider approving a sole source contract to Mercury Mechanical to provide the HVAC systems at a cost of \$18,500. Mercury Mechanical was selected to install the replacement HVAC’s at the Elk Grove and Palatine sites. The quote for the Arlington Heights sites (one 3-Ton unit at Boeger Drive and two 2.5-Ton units at Davis Street) is consistent with their previous quote.

\$120,603.01 budgeted for Trunked Radio System projects is available from FY11 and will be used to fund this \$18,500 project.

Moved by Mr. Norris, seconded by Mr. Dixon to approve Mercury Mechanical to provide the HVAC system at a cost of \$18,500. Roll Call Vote: Motion Carried.

Roll Call AYES: 11 – Mr. Bragg, Mr. Carver, Mr. Dixon, Mr. Fritz,
 Chief Malcolm, Mr. Krumstok, Mr. Norris, Mr. O’Rourke,
 Chief Anderson, Mr. Rummel, Chief Dunne.
 NAYS: 0
 ABSTAIN: 0

ADJOURNMENT

Moved by Mr. Dixon, seconded by Mr. Norris to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting adjourned at 10.35 am.