

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS 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, MARCH 17, 2011.**

**CALL TO ORDER**

Reid Ottesen called the meeting to order at 9:01 A.M.

**MEMBERS ATTENDING**

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

A quorum was present

**MEMBERS ABSENT**

None

**ALSO ATTENDING**

Glenn Ericksen (Arlington Heights Fire Chief), Terry Vavra (Buffalo Grove Fire Chief), Michael Kirkpatrick for Steve Schmidt (Elk Grove Village Police Chief), Mike Hish (Hoffman Estates Police Chief), John Dahlberg (Mount Prospect Police Chief), John Malcolm (Mount Prospect Fire Chief), John Koziol (Palatine Police Chief), Bob Falardeau (Palatine Fire Chief), Dave Scanlon (Rolling Meadows Police Chief), Ron Stewart (Rolling Meadows Fire Chief), Brian Howerton (Schaumburg Police Chief), Dave Schumann (Schaumburg Fire Chief), Norm Malcolm (Streamwood Fire Chief).

**NWCDS PERSONNEL**

Cindy Barbera-Brelle, Executive Director, Carole Urry, Assistant Director-Operations.

**APPROVAL OF MINUTES**

Moved by Mr. O'Rourke, seconded by Mr. Krumstok, to approve the minutes of the January 20, regular meeting. *Voice Vote: Motion Carried.*

**PERSONNEL UPDATE**

Carole reported that one Telecommunicator resigned to take a position at the DuPage County Forensic Science Division, which was her field of study in college and had applied for four years ago. The Center is currently down five

TC's and will leave those positions open for now. Three people are still in training so we'll see how they progress.

### **Alarm Monitoring System Agreement**

RED Center and Du-Comm contacted to determine what their alarm monitoring model is.

RED Center Model: Monitoring equipment purchased at a cost between \$50,000 and \$75,000, with monthly maintenance \$1,000/month. Each Fire Department has their own head-end equipment and they modem into the Center's monitoring panel. If the modem connection is lost, the department has to monitor the alarms. They do not receive a monitoring fee.

Du-Comm Model: Purchased the head end equipment from ADT for a dollar when they transitioned away from the model we currently have. Their annual equipment maintenance fees are \$30,000. They have a dedicated administrative staff member that is currently spending 50% of their time on alarms. Each Agency with alarms installs and maintains alarm equipment at their cost. Du-Comm receives monitoring fees of \$14/alarm/month.

The NWCDS model created as a result of the Alarm Monitoring agreement executed in 2001 supports all member communities. The ability to have alarms directly connected to the Center's monitoring panel and eliminating the Central Station middleman (which inherently builds in a notification delay) was designed with the public's safety in mind. All of the equipment at the Center and at each community with an alarm panel is ADT's. There are exceptions for radio alarms where field equipment, in some cases, has been purchased by the municipality but the transmit equipment is ADT's to the Center. There is no equipment or maintenance costs to the Center. The Center receives monitoring fees of \$28 for Direct Connect Alarms and \$23 for Radio Alarms. This revenue is a direct offset to assessments. The FY11 budget revenue was \$785,000.

Cindy recommends that a committee of 2-3 Managers and 2-3 Fire Department representatives be created to determine the future of alarm monitoring at the Center. Mr. Rummel, Mr. O'Rourke, Mr. Fritz, Mr. Ottesen, as well as Palatine, Mount Prospect, and Arlington Heights Fire Departments volunteered to form the committee.

Mr. Rummel suggested that the committee explore possible franchising options, owner-occupied options, and others that might increase revenues for municipalities as well as reduce the NWCDS costs.

### **FINANCIAL PRACTICES ANALYSIS**

Auditor Dan Berg is projecting that he will have a draft for review in advance of the May Board meeting. Barb and Cindy are working on the draft procedures

and will have them to Dan for his review the end of April with the plan to have the final draft to the Board in advance of the May Board meeting for review.

**Discussion/Action**

**January & February Budget Summary**

Savings = \$1,207,841; Savings CD (8/27/11 Maturity/.5% Interest Rate) = \$1,525,133; Checking = \$511,751; Total Cash Assets = \$3,244,725.

Moved by Mr. Janonis, seconded by Mr. Rummel to approve the January and February Budget Summary. *Voice Vote: Motion Carried.*

**January & February Check Register**

Moved by Mr. Rummel, seconded by Mr. O'Rourke to receive the January and February Check Register. *Voice Vote: Motion Carried.*

**NOMINATION/ELECTION of OFFICERS FY12**

Moved by Mr. Ottesen, seconded by Mr. Dixon to nominate Ken Fritz for Chairman, Ray Rummel for Vice Chairman, Cindy to remain as Secretary and Michael DuCharme, Hoffman Estates Finance Director, to remain as Treasurer with Buffalo Grove's Finance Director, Scott Anderson, as the Assistant Treasurer. *Voice Vote: Motion Carried.*

**CLOSED SESSION**

Moved by Mr. Janonis, seconded by Mr. O'Rourke to move to a Closed Session for the purpose of collective negotiating between the public body and its employees, or salary deliberations 5 ILCS 120/2(c)(2). *Roll Call Vote: Motion Carried.* Time: 9:21am.

Moved by Mr. Krumstock, seconded by Mr. Rummel to end the Closed Session and return to Open Session. *Voice Vote: Motion Carried.* Time 9:30 am.

**ADJOURNMENT**

Moved by Mr. Dixon, seconded by Mr. Krumstock to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting adjourned at 9:31am.