

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, MAY 16, 2013.

CALL TO ORDER

Chief Schmidt called the meeting to order at 8:06 A.M.

MEMBERS ATTENDING

Gerald Mourning (Arlington Heights Police Chief), Glenn Ericksen (Arlington Heights Fire Chief), Steve Husak (Buffalo Gove Acting Police Chief), Terry Vavra (Buffalo Grove Fire Chief), Steve Schmidt (Elk Grove Village Police Chief), Rich Mikel (Elk Grove Village Fire Chief), Mike Hish (Hoffman Estates Police Chief), Jeff Jorian for Bob Gorvett (Hoffman Estates Fire Chief), Robert Haas (Inverness Police Chief), Mike Semkiu (Mount Prospect Police Chief), John Wagner (Mount Prospect Deputy Police Chief), John Malcolm (Mount Prospect Fire Chief), John Koziol (Palatine Police Chief), Scott Andersen (Palatine Fire Chief), Assistant Chief Rich May for Hank Clemmensen (Palatine Rural Fire Chief), Jaime Dunn (Prospect Heights Police Chief), Dave Scanlan (Rolling Meadows Police Chief), Dave Schumann (Schaumburg Fire Chief), Jim Keegan (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

A quorum was present.

MEMBERS ABSENT

Rolling Meadows Fire Department, Schaumburg Police Department

ALSO ATTENDING

NWCDS STAFF

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

APPROVAL OF MINUTES

Moved by Chief Koziol, seconded by Chief Vavra to approve the minutes of the March 21, 2013, Regular Meeting. *Voice Vote: Motion Carried.*

CAD SYSTEM PROJECT

Query Builder training was completed on May 10th. Staff will be working with published queries as well as developing new queries to put Query Builder through its paces. Work continues on the remaining open items.

MOBILE DATA PROJECT

Since the delivery of the meeting packet, IDNetworks has addressed 16 items. There 38 mobile project items yet to be delivered and 19 of the outstanding items are related to the delivery of Query Builder/Mobile System reports. Initial Query Builder training was completed on May 10th. Of the outstanding items, 10 are related to IDN's working with NWC Staff and member agencies to complete the Acceptance Test Plan. A date to

complete the ATP will be scheduled in the future. 2 items require demonstration of deliverable functionality and 7 items are related to system documentation, which needs to be provided.

MOBILE DATA PILOT

Buffalo Grove Police Department has been piloting the latest mobile release and with minor adjustments, has been operational without issues while adding some great functionality. They are beginning to test AVL.

The latest mobile client was installed at the Buffalo Grove Fire Department and they are reporting positive performance. They are also 100% on the Sierra Wireless devices and have had very few drops. They indicated that they would consider their connectivity to be as reliable as they were with the old mobile application and VTM's.

RESPONSE TIME METRICS

Staff will be working with Query Builder to develop response time reports. IDN's SOW includes the delivery of the following CAD System Reports:

Event History Long Segment Report
Event History Summary Report (911 Calls for Service)
Event History Summary Report (non-911 Calls for Service)
Message Report
Event (Incident) Query/Formatted Report - using any combination of the following variables: Date, Time of Day, Call Source, Day of Week, Type, Disposition, Priority, Beat, Sub-Beat, Event #, Case #
Event - All Traffic Stops

On the Mobile side, there are a number of message and statistic reports to be delivered.

PREPARATION of RADIO SYSTEM SITES

Barrington Hills: A contractor has been selected to complete the installation and connection of the gas line from the generator to the gas service.

NWCDS: Configuration of the MCC7500 Radio Consoles is in progress.

RADIO SYSTEM SUBSCRIBERS

Following the spot coverage testing the Police and Fire Departments are in the process of submitting any template or radio configuration changes that they identified during the testing.

5 - Strong & Clear	2 - Weak & Marginal	
4 - Weak & Clear	1 - Strong & Unreadable	
3 - Strong & Marginal	0 - Weak & Unreadable	

739 locations were tested. There were 97 reports where signal was reported to be 4 or less or 13%. A majority were in-building, which is not unexpected and overall the reports received were favorable. Formal coverage testing conducted by Motorola in conjunction with our resources is scheduled for after the migration.

Chief Anderson stated that they were having problems with CAD imports with 'Vanity' or what Carole stated as NWCDS calls 'Common Place Names,' coming up in Fire House Imports. Cindy said she will look into the verification of the locations.

Chief Vavra asked if anyone has noticed a delay in call receiving and dispatch. Cindy said she has not noticed delay and that the process will get quicker and easier as everyone gets used to the system. Carole explained that the calls are being dispatched while questions continue being asked and information updated.

UPDATE – PERSONNEL

Carole reported that the three TC's hired on March 4th continue training and we remain at full staff. The Union was unable to meet in April, but the next meeting is scheduled for May 24th.

ProQA training, the computerized version of the Emergency Dispatch cards, is ongoing. As TC's complete training, they're able to begin using the ProQA System. All training will be completed by May 17th and are embracing the change with ease.

OLD BUSINESS

RADIO SYSTEM MIGRATION~updates

1. Motorola has to complete their field work so the system can be tested. *(Completed)*
2. Two portable radios for each municipality will have templates installed in them for testing in the communities. *(Fire & Police Department testing completed. Public Works scheduled to test the week of May 20th)*
3. Once the radios are tested and the templates are approved, then the templates can be installed in the rest of the radios. *(As Departments approve their templates and radio functionality configuration, templates are being updated and then provided to Chicago Communications for programming. The programming for 13 of the 21 Departments that ordered mobile radios has been completed. Templates have been sent to Chicago Communications for 4 other departments. Templates have been sent to Chicago Communications for programming for 5 of the 28 Departments that ordered portable radios).*
4. The radios will then be distributed to the municipalities. *(Mobile radios have been programmed and distributed to 13 of the 21 Departments that ordered mobiles)*
5. Department trainers will provide training to all end users. *(Departments should schedule training to be completed in advance of the June 5th migration)*

Chief Schmidt asked if Public works is being kept in the loop and Cindy confirmed that they were. Chief Koziol asked if they can get any money for trade-ins of chargers and Cindy said she would check into that because she knew they were taking batteries, but had not heard about chargers. Chief Clark asked if NWCDS has reached out to Cook County concerning their radios. Cindy explained that they were willing to share their key, but she will check into the Cook County radios.

FIRE STATION ALERTING

USDD will be on site the week of May 27th to complete the fire station alerting system installation and to conduct system testing. Jim will be working with USDD while here.

Chief Schmidt brought up the 'Code Blue' protocol and asked if that's something that should stay the same or does it require change at this time. He is concerned and generated a discussion on how best to handle the emergency button call. Carole stated that each agency decides how they want to handle Code Blue calls. It was decided to defer it to Fire Liaison Committee to get their input, with the Fire Liaison reporting back to the Executive Committee.

Chief Malcolm announced Henry Dawson was appointed the new Deputy Chief for the Mount Prospect Fire Department.

ADJOURNMENT

Moved by Chief Schumann, seconded by Chief Vavra, to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:43 A.M.