

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, SEPTEMBER 19, 2013.

CALL TO ORDER

Chief Schmidt called the meeting to order at 8:05 A.M.

MEMBERS ATTENDING

Glenn Ericksen (Arlington Heights Fire Chief), Steve Casstevens (Buffalo Gove 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 (Hoffman Estates Fire Chief), Deputy Chief Tim Janowick for Mike Semkiu (Mount Prospect Police Chief), Deputy Chief Brad Grossman for John Koziol (Palatine Police Chief), Scott Andersen (Palatine Fire Chief), Assistant Chief Rich May for Hank Clemmensen (Palatine Rural Fire Chief), Jaime Dunne (Prospect Heights Police Chief), Dave Scanlan (Rolling Meadows Police Chief), Scott Franzgrote (Rolling Meadows Fire Chief), Ken Bouche (Schaumburg Police Chief), Dave Schumann (Schaumburg Fire Chief), Deputy Chief Jim Gremo for Jim Keegan (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

A quorum was present.

MEMBERS ABSENT

Arlington Heights Police Department, Inverness Police Department, Mount Prospect Fire Department.

NWCDS STAFF

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

APPROVAL OF MINUTES

Moved by Chief Dunne, seconded by Chief Casstevens to approve the minutes of the July 18, 2013, Regular Meeting. *Voice Vote: Motion Carried.*

CAD SYSTEM PROJECT

There are 27 items that remain to be completed, 16 of which are contract items (Final Acceptance Items = 8, Query Builder = 2, AVL = 1, Preplans = 1, Documentation = 4). 1 Command - SH (System History) has still not been delivered and 10 Scope of Work items are still outstanding (Application = 3, Query = 1, Event Entry = 1, Reporting = 5).

MOBILE DATA PROJECT

There are 10 items that are outstanding. 4 of them are related to documentation (IDN is projecting that they will deliver a new manual in October) and the remaining items are tied to final system acceptance.

MOBILE DATA CLIENT

IDN is projecting a new mobile client to be piloted in October and are working to fix a single bug regarding a delay in the GPS information. It's a bug that has not been easy to track down because it doesn't happen all of the time.

Typically Buffalo Grove Police will receive it for preview. If it's working well, it will be delivered to their Fire Department and then to the rest of the member communities.

RESPONSE TIME METRICS

We continue to meet internally to validate the flow of time from the receipt of a call for assistance to entry in the CAD System and to dispatch. We are also working with the NFPA 1221, 2013 standard. Once we finish our internal investigation and review, we'll meet with the Fire Departments and then the Police Departments.

RADIO SYSTEM SUBSCRIBERS

The Police Radio User Group met yesterday and finalized the Portable Radio Programming Change Menu. The Menus were distributed to the Radio User Group Committee and the Chiefs yesterday. Completed change menus need to be emailed to Cindy. We will schedule a face to face meeting to review the selections that were made, making sure all features to be changed have addressed department needs.

Once the requested changes are finalized, we will program a couple of portables with the changes and make it available for testing to confirm that it is functioning as requested. Once it is determined that it is working satisfactorily, a date to program the portables will be scheduled. The Fire Programming Change Menu will be distributed by the end of the week. The Fire Radio User Group is meeting on 9/26.

EMnet

As you may know, the ITTF no longer has funds available to cover the cost of the annual license fee for the 800 EMnet terminals that were initially obtained on behalf of public safety agencies with federal preparedness funds. The terminals were issued with the understanding that if further federal preparedness funding is no longer available, the agencies receiving the terminals would be responsible for the continuation of service after the five-year pre-paid period concluded.

The ITTF membership approved the use of federal preparedness funds to support the service fee of one terminal per County through June 30, 2014. The State of Illinois will continue the service for the mandated emergency management agencies in each county. No other local government terminals will be supported by the ITTF. We will be continuing our service and since we are the ILEAS Callout Center, the State will be covering the cost. If you are interested, we can add a distribution email group for your community.

UPDATE – PERSONNEL

Carole reported that one Full Time Telecommunicator resigned for a Full Time Supervisory position at CenCom, but staffing levels are still good and overtime is low.

Staffing will be reviewed in the spring to decide whether or not we need to hire at that time.

The Labor/Management meeting in August went well, but both sides were unable to meet in September. The Union has an election scheduled in October and we will likely meet after the election. The contract expires in April, 2014, and the Union can begin contract negotiations as early as November of this year.

WELCOME

Chief Schmidt welcomed Schaumburg's Police Chief, Chief Ken Bouche.

New Business

Talk Group Access Agreements

Several requests have been received from neighboring departments requesting permission to program NWCDS Talk Groups in their radios.

- DuPage County
NWCDS Talk Groups: FD1, FD2, FD3, PD4, PD5, AHTS FG, BFGR FG, EGRV FG, HFES FG, MTPR FG, PALT FG, PALR FG, ROLM FG, SCHM FG, STRM FG, NWC FG1-NWC FG6
DuPage Talk Groups: Fire West, Fire North, Fire East, Fire Ops 1-Fire OPS 7, COWD FD1, COWD FD2, 1 WEST, 1 NORTH, 1 EAST, WDDL/ITASCA1, WDDL/ITASCA2, SHRFF MAIN, COWD PD1, COWD PD2, NWCDS FD, NWCDS PD, UNI1, UNI 2

Moved by Chief Clark, seconded by Chief Vavra to accept DuPage County's Agreement (attached), prepared by their State's Attorney, to program NWCDS Talk Groups in their radios and present to our Board of Directors for approval and the Chairman's Signature. *Voice Vote: Motion Carried.*
- Barrington Countryside Fire Protection District
NWCDS Talk Groups: FD1, FD2, FD3, AHTS FG, BFGR FG, EGRV FG, HFES FG, MTPR FG, PALT FG, PALR FG, ROLM FG, SCHM FG, STRM FG, NWC FG1-NWC FG6
Barrington Countryside Talk Groups: Barrington FD, Barrington PD, Barrington FD/PD, BCFPD FD, BCFPD TAC1 & TAC2
- Elgin
NWCDS Talk Groups: FD3, HFES FG, SCHM FG, STRM FG, M/A FD, NWC FG1-NWC FG6, PD4, HE PATROL, SW PATROL, M/A PD
Elgin Talk Groups: FD MAIN, FD OPS 2-FD OPS 4, PD1-PD3
- South Barrington
NWCDS Talk Groups: PD2, PD4
South Barrington Talk Groups: Does not have at 800 MHz talkgroup

Executive Committee Minutes
September 19, 2013

Cindy is requiring agencies who request to program our talk groups to complete an Application and to execute a Talk Group Access Agreement. A modified DuPage County Agreement is being used. She will grant Authorization once the Executive Committee approves talk group access and sign the agreements on behalf of the Executive Committee.

Moved by Chief Jorian, seconded by Chief Vavra to use the modified DuPage County Agreement and to allow Barrington Countryside, Elgin and South Barrington to have access to NWCDS Talk Groups, once the agreements are signed by Executive Director Barbera-Brelle. *Voice Vote: Motion Carried.*

Cook County Radios

If you have Cook County radios, they can be brought in to Cook County's Maywood Radio Shop to be updated with the TDMA mode. This will allow them to operate on our system.

MEMBERSHIP INQUIRY

Chief Schmidt stated that the Park Ridge Police Chief approached him and asked about the feasibility of their Police Department joining NWCDS. (Park Ridge's Fire Department is moving to RED Center). Cindy stated that we do have space available for them but said that Park Ridge would have to pay for a study.

Chief Schmidt asked for a discussion on whether or not we want to grow. The Executive Committee consensus was that they do want to grow and it is feasible. Chief Schmidt said he would let Park Ridge know they need to submit a formal request but that there are no guarantees the Board of Directors will approve it.

ADJOURNMENT

Moved by Chief Vavra, seconded by Chief Jorian, to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:40 A.M.