

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, JULY 18, 2013.

CALL TO ORDER

Chairman Rummel called the meeting to order at 9:03 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), Mike Janonis (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Anne Marrin (City Administrator Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), Chief Schumann for 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 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), Jeff Jorian (Hoffman Estates Acting Fire Chief), Robert Haas (Inverness Police Chief), Mike Semkiu (Mount Prospect Police Chief), John Malcolm (Mount Prospect Fire Chief), Deputy Chief Brad Grossman for John Koziol (Palatine Police Chief), Scott Andersen (Palatine Fire Chief), Assistant Chief Scott Mohr for Hank Clemmensen (Palatine Rural Fire Chief), Jaime Dunne (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).

ALSO ATTENDING

Helen Wiedenfeld, ID Networks

NWCDS PERSONNEL

Cindy Barbera-Brelle, Executive Director; Carole Urry, Assistant Director-Operations, Pat Dollard, Assistant Director-Technical Services, Jim Hunt -Radio System Manager.

PUBLIC COMMENT

None

CONSENT AGENDA

Moved by Mr. Ottesen, seconded by Mr. Janonis to approve the Consent Agenda, including the joint meeting minutes (Regular and Closed) from May 16, 2013, as well as the Budget Summaries and NWC and NWC911 System Check Registers for May (NWC = \$1,021,153.24, NWC911 = \$770,471.94) and June 2013 (NWC = \$811,778.37 , NWC911 = \$755,129.60). *Roll Call Vote: Motion Carried.*

ROLL CALL AYES: Mr. Dixon, Mr. Bragg, Mr. Rummel, Mr. Norris, Chief Haas, Chief Malcolm, Mr. Ottesen, Ms. Marrin, Mr. Krumstok, Chief Schumann, Mr. O'Rourke.

NAYS: None.

Motion Carried

Executive Director's Report – Cindy Barbera-Brelle:

CAD PROJECT

Prescient will be performing another network analysis to determine if there are any changes that can be made to improve CAD System performance.

MOBILE DATA PROJECT

Since the delivery of the meeting packet IDN has addressed 10 of the remaining deliverable items. There are 13 mobile project items yet to be delivered, 3 of the outstanding items are related to the delivery of Query Builder/Mobile System reports. 6 items are related to system documentation and 4 items are related to system acceptance. A client update is scheduled to be delivered in late July or August.

RESPONSE TIME METRICS

An internal committee is in the process of validating the time line from the receipt of a telephone call to the CAD System to the records management systems (Firehouse and IDRecords).

CALLTAKERS

With the change in the dispatch center's configuration, from 10 dispatch positions to 8 we have designated calltaker positions on each shift (Midnights = 1, Days = 2, Afternoons = 2). Their sole responsibility is to promptly answer incoming phone calls, allowing the TC's working Dispatch positions to focus on dispatching calls and managing field units.

RADIO SYSTEM SUBSCRIBERS

The Police Radio User Group met yesterday and Audio complaints topped the list of concerns. We are scheduled for Schaumburg PD to use a Systemwide Talkgroup instead of their Dispatch Talkgroup on Thursday to determine the impact encryption has on audio quality. Motorola is involved with investigating microphone placement.

The Group decided to wait until after the August meeting to make functional changes (button reconfiguration, scan group and talkgroup changes etc.). A draft of the menu of changes will be reviewed and finalized at the next user group meetings and then departments will determine what changes they want made. Programming will likely be done at each individual department.

FIRE STATION ALERTING

We are continuing to fine tune the automated dispatching of calls, following up with NWCDS' second speech to give out incident particulars.

Weekly IFERN I (Davis St in Arlington Heights) and IFERN II (Hicks Rd in Palatine) base stations will be conducted on Sunday mornings.

SMITH STREET

Fullerton Engineering has submitted updated plans showing the new tie-back connections for the microwave dishes to secure them. The structural calculations report is expected tomorrow.

REMOVAL OF ANTENNAS, MICROWAVE DISHES AND ANTENNA LINES

Antennas, microwave dishes and antenna lines have been removed from Martingale, Windy Point and Beverly. Wise Road is scheduled on Friday.

FISCAL YEAR 2013 AUDIT

Sikich delivered the preliminary audit reports this week. We are in the process of working on the MD&A's.

CLOSED SESSION

Moved by Mr. Janonis, seconded by Mr. O'Rourke to move to a closed session for the purpose of the discussion of minutes of meetings lawfully closed under the Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.5 ILCS 120/2(c)(21).
Roll Call Vote: Motion Carried. Time 9:29 am.

ROLL CALL AYES: Mr. Dixon, Mr. Bragg, Mr. Rummel, Mr. Norris, Mr. Carver, Mr. Dixon, Mr. Ottesen, Ms. Marrin, Mr. Krumstok, Chief Schumann, Mr. O'Rourke.

NAYS: None.

Motion Carried

The Board of Directors discussed whether or not to dispose of and release the Closed meeting minutes.

Moved by Mr. Krumstok, seconded by Mr. Norris to end the Closed Session and return to Open Session. *Voice Vote: Motion Carried. Time 9:31 am.*

Moved by Mr. Carver and seconded by Mr. O'Rourke to dispose of the Closed Session Meeting recordings as stated in the mandate. *Roll Call Vote: Motion Carried.*

ROLL CALL AYES: Mr. Dixon, Mr. Bragg, Mr. Rummel, Mr. Norris, Mr. Carver, Mr. Dixon, Mr. Ottesen, Ms. Marrin, Mr. Krumstok, Chief Schumann, Mr. O'Rourke.

NAYS: None

Motion Carried

ADJOURNMENT

Moved by Mr. Carver, seconded by Mr. Dixon to adjourn the regular joint meeting of the Northwest Central Dispatch System Board of Directors and the Northwest Central 9-1-1 System Board. *Voice Vote: Motion Carried.* The meeting adjourned at 9:32 am.