

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 MOUNT PROSPECT VILLAGE HALL, MOUNT PROSPECT, COOK COUNTY, ILLINOIS, ON THURSDAY, MARCH 21, 2013.

CALL TO ORDER

Chairman Rummel called the meeting to order at 9:09 A.M.

MEMBERS ATTENDING

Bill Dixon (Village Manager Arlington Heights), 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 Administrator Inverness), Chief Semkiu for Mike Janonis (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Anne Marrin (City Administrator Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), Ken Fritz (Village Manager Schaumburg), Chief Clark for Gary O'Rourke (Village Manager Streamwood).

A quorum was present

MEMBERS ABSENT

None

ALSO ATTENDING

Glenn Ericksen (Arlington Heights Fire Chief), Steve Balinski (Buffalo Gove Police Chief), Steve Schmidt (Elk Grove Village Police Chief), Rich Mikel (Elk Grove Village Fire Chief), Mike Hish (Hoffman Estates Police Chief), 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), Al Steffen (Deputy Police Chief), Dave Scanlan (Rolling Meadows Police Chief), Scott Franzgrote (Rolling Meadows Fire Chief), Brian Howerton (Schaumburg 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.

PUBLIC COMMENT

None

CONSENT AGENDA

Moved by Mr. Ottesen and seconded by Mr. Krumstok to approve the Consent Agenda which includes the Joint Meeting Minutes (Regular and Closed sessions) from January 17, 2013, the NWC and NWC911 Financial Reports, Budget Summaries and Check Registers for January and February, 2013, the Executive Director's report and the Assistant Director-Operations report. *Roll Call Vote: Motion Carried.*

ROLL CALL AYES: Mr. Dixon, Mr. Bragg, Mr. Rummel, Chief Gorvett, Chief Haas, Chief Semkiu, Mr. Ottesen, Deputy Chief Steffen, Mr. Krumstok, Mr. Fritz, Chief Clark.

NAYS: None.

Motion Carried.

Executive Director's Report – Cindy Barbera-Brelle:

CAD PROJECT

There have been 8 items signed off since the meeting packet was distributed last week.

MOBILE DATA PROJECT

There are a 73 items outstanding (6 items signed off since the meeting packet was distributed last week).

TELEPHONE SYSTEM

A conference call is scheduled for Friday to discuss the process of installing and testing T-1 lines to replace up to four 911 CAMA Trunks.

RADIO SYSTEM SUBSCRIBERS

Subscriber train the trainer training has been completed. Each attendee received training manuals and an interactive toolkit which can be used to personalize the training for their department. The PowerPoint presentations were distributed to Police representatives yesterday and to Fire representatives today.

Cindy has been working with 6 of the Police Departments on the \$946,759 ICJIA STARCOM Radio Grant Application which is due March 30th.

Davis Street Tower Replacement

US Cellular is in the process of scheduling the installation of their antennas on the new tower so the old tower can then be removed.

2013 TYCO ALARM System Project

Reconfiguration Projects

1. Upgrade Hardware – Installed a redundant system with Windows 7 OS

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2. Completed the interface of Alarm Monitoring SW to CAD
3. Software Upgrade to SIS Automation v1.6 in progress
4. The SIS Workstation at Schaumburg has been upgraded.

Alarm Automation Plan

1. The installation of redundant automation hardware is in progress
2. Including an email portal to send Fire Dept reports i.e. un-restored signal tracking, low battery and fail to test radio information to TYCO is in progress

System Reconfiguration

1. Tyco will work with each member town to convert the remaining alarm circuits and digital units to radio.

ACCOUNTS LEFT TO CONVERT TO RADIO

ARLINGTON HEIGHTS	170
BUFFALO GROVE	78
ELK GROVE	165
HOFFMAN ESTATES	0
MOUNT PROSPECT	75
PALATINE	89
ROLLING MEADOWS	66
SCHAUMBURG	0
STREAMWOOD	0

2. Once a town has completed the conversion process –Tyco will order and install redundant IP links in that town which will communicate directly to NWCDS via IP with a POTS line backup.
3. Keltron equipment will be removed from member town.
4. In the event the Center needs to be evacuated monitoring will occur at the Schaumburg backup.

NATIONAL TELECOMMUNICATOR WEEK is April 14th through the 20th

FIRE STATION ALERTING

The USDD ATX Controllers have been installed in the Fire Stations of all but 2 Fire Departments. Installation at 1 of the Departments is scheduled for the end of the month. The APX4500 radios are available for installation. Admin training will be scheduled in the future. To date IDN has not assigned any resources to the interface project.

USER GROUP COMMITTEE STRUCTURE

A Police and Fire Radio System User Group has been added to the complement of committees. Cindy recommended having two Radio System User Groups and two Mobile Data User Group Committees, one for Police and one for Fire. She has solicited the Executive Committee asking for volunteers to serve as Chairman of the following committees: Training, Police and Fire Mobile Data User Group, Police and Fire Radio System User Group. Two Chief's volunteered for the Radio System User Group.

NEW BUSINESS

A. NWCDS BY-LAWS AMENDMENT

Two amendments to the NWC By-Laws are proposed:

1. Article V – Executive Committee, Paragraph E.1. to address a change in the Executive Committee’s meeting schedule.

Regular meetings of the Executive Committee shall be held in the NWCDS offices six times a year at 8:00 A.M. on the third Thursday in January, March, May, July, September and November.

2. Article VIII – Budgets, Paragraph C.2. to address the change in the cost sharing formula.

All activities of NWCDS will be cost shared by the members. Each member's share shall be based on a weighted percentage formula of the number of incoming emergency telephone calls received by NWCDS and the number of calls assigned for police and/or fire and/or EMS service. This formula shall migrate from 75% telephone calls and 25% call assignments to 50% telephone calls and 50% call assignments beginning FY 2014 and ending FY 2016, remaining at a 50-50 split thereafter. A 2% minimum share cost will be applied.

Moved by Mr. Dixon and seconded by Mr. Bragg to accept the modified By-Law Amendments as stated. *Voice Vote: Motion Carried.*

Motion Carried.

B. ELECTION OF OFFICERS FOR FISCAL YEAR 2014

Mr. Rummel suggested remaining as Chairman of the Board for an additional term, with Mr. Krumstok remaining as Vice Chairman and the Chief’s also remaining in their current positions on the Executive Committee.

Moved by Mr. Ottesen, seconded by Mr. Dixon to retain the Board Chairman, Vice Chairman and Secretary and Executive Committee Chairman and Vice Chairman an additional term which concludes at the end of Fiscal Year 2014. *Voice Vote: Motion Carried.*

OLD BUSINESS:

NWC & NWC911 – RFP FOR LEGAL SERVICES

The Legal Services Committee (Mr. O’Rourke, Ms. Marrin, Director Barbera-Brelle, HR/Finance Manager Barb DeWolf) met and recommended releasing an RFP to the firms of record in each of the member communities along with NWCDS current firms along with Ancel Glink.

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Ms. Marrin explained that the Committee reviewed the RFP and added a few additional items. Mr. Rummel said that the biggest challenge will be the pricing. There was a recommendation to send out the RFP and a consensus to do so by the Board of Directors.

CLOSED SESSION

Moved by Mr. Ottesen, seconded by Mr. Dixon to move to a closed session for the purpose of Collective Negotiating between the public body and its employees, or salary deliberations 5ILCS 120/2(c)(2).

Roll Call Vote: Motion Carried. Time 9:22 am.

ROLL CALL AYES: Mr. Dixon, Mr. Bragg, Mr. Rummel, Chief Gorvett, Chief Haas, Chief Semkiu, Mr. Ottesen, Ms. Marrin, Mr. Krumstok, Mr. Fritz, Chief Clark.

NAYS: None.

Cindy discussed the Interest Arbitration results as well as the Labor/Management meetings.

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

RETIREMENT

Chairman Rummel congratulated Chief Howerton and thanked him for his years of service.

Mr. Bragg announced that Chief Balinski's retirement party is scheduled for April 5th.

ADJOURNMENT

Moved by Mr. Ottesen, seconded by Mr. Dixon to adjourn the Joint Meeting of the NWCDS Board of Director's and the Northwest Central 911 System Board.

Voice Vote: Motion Carried. The meeting adjourned at 9:34 am.