

**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, MAY 15, 2014.**

**CALL TO ORDER**

Chairman Krumstok called the meeting to order at 9:06 A.M.

**MEMBERS ATTENDING**

Bill Dixon (Village Manager Arlington Heights), Dane Bragg\* (Village Manager Buffalo Grove), Chief Schmidt for Ray Rummel (Village Manager Elk Grove Village), Jim Norris (Village Manager Hoffman Estates), Sam Trakas (Village Administrator Inverness), Chief Semkiu for Mike Janonis (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Chief Dunne for Kenneth Lopez (City Administrator Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), Brian Townsend (Village Manager Schaumburg), Gary O'Rourke (Village Manager Streamwood).

\*Mr. Bragg arrived at 9:10am.

A quorum was present

**MEMBERS ABSENT**

None

**ALSO ATTENDING**

Ken Koeppen (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), Assistant Police Chief Ted Bos for Mike Hish (Hoffman Estates Police Chief), Jeff Jorian (Hoffman Estates Fire Chief), Bob Haas (Inverness Police Chief), Mike Semkiu (Mount Prospect Police Chief), John Malcolm (Mount Prospect Fire Chief), Al Stoeckel (Palatine Police Chief), Scott Andersen (Palatine Fire 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), Jim Lamkin (Schaumburg Police Chief), Dave Schumann (Schaumburg Fire Chief), Jim Keegan (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

**NWCDS PERSONNEL**

Cindy Barbera-Brelle, Executive Director; Carole Urry, Assistant Director-Operations; Barb DeWolf, HR/Finance Manager.

**ALSO ATTENDING**

Doug Blenman and Helen Wiedenfeld – ID Networks.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

A. Joint Meeting Minutes:

Moved by Mr. O'Rourke, seconded by Mr. Dixon to approve the joint meeting minutes from March 20, 2014.

*Roll Call Vote:*

**ROLL CALL AYES:** Mr. Dixon, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None. Motion Carried

**Absent:** Mr. Bragg

B. Financial Reports:

Moved by Mr. Otteson, seconded by Mr. Norris to approve the Financial reports which include the March and April Budget Summaries and the NWC and the NWC911 System Check Registers for March (NWC = \$751,316.74 , NWC911 = \$447,021.47 ) and April 2014 (NWC = \$1,019,436.07, NWC911 = \$409,961.62).

*Roll Call Vote:*

**ROLL CALL AYES:** Mr. Dixon, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None. Motion Carried

**Absent:** Mr. Bragg

C. Executive Director's and Assistant Director's Report:

Moved by Mr. O'Rourke, seconded by Mr. Dixon to approve the Executive Director's and the Assistant Director-Operations Reports. *Voice Vote: Motion Carried.*

**EXECUTIVE DIRECTOR'S UPDATE – Cindy Barbera-Brelle**

**CAD Project**

Representatives from ID Networks and Northwest Central's Operational and Technical staff will be observing Police and Fire Telecommunicators on Friday, May 16<sup>th</sup> from 1100-1900 with a focus on system performance.

**Radio System – Final System Acceptance**

Motorola is working on the 4 remaining deliverables.

- 1. Control Stations** – Motorola was on site yesterday to test their solution that addresses the Control Stations. They have additional research to do.
- 2. IP Logging of Radio Traffic** – A conference call with Higher Ground, Motorola and NWCDS representatives is scheduled for Friday.

3. **Documentation** – 90% complete.
4. **OTAP** – Director Barbera-Brelle met with Motorola on Tuesday. They will be providing additional information about the OTAP Roadmap.

### **Illinois Mobile Data Survey**

The State's FirstNet Coordinator is asking agencies to respond to a mobile data survey in advance of the State's June FirstNet consultation. Surveys will be sent to Departments today.

## **NEW BUSINESS**

### **A. Console Furniture**

Parts to repair the lifts for the front and back console work surfaces for the Center's 12 year old consoles are no longer available. Last October we began the process of looking for replacement consoles. A Committee consisting of an Operations Manager, a Telecommunicator and our Radio and IT resources looked at consoles manufactured by Evans and Watson.

The construction quality, cable management, versatility and design of the Evans consoles exceeded the Watson offering. Evans worked with our team to design a resource center that supports our functional and accessibility requirements for reference materials, printers and fax machines. The customer references that we checked were extremely pleased with Evans installation team and their product. \$418,000 was approved for this project in the NWC911 FY15 Budget.

The NWCDS/NWC911 System Financial Management Operations Manual provides for a competitive proposal exception for items purchased under State or Federal contracts. We were able to obtain Federal GSA pricing for the Evans consoles at a cost of \$404,008.44

Operations Manager Rob Milka will be managing this project scheduled for September.

Staff is recommending that Evans be selected to provide the console furniture.

Moved by Mr. Dixon, seconded by Mr. Bragg to approve Evans to provide and replace the console furniture, at a cost of \$404,008.44. Roll Call Vote:

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

### **B. Carpeting and Sound Absorption Panels**

Replacement of the 12 year old Communication Center carpeting and sound absorption panels was approved in the NWC FY15 budget. This project is

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planned to be completed in conjunction with the console furniture replacement project. \$71,410 was approved for this project in the NWC FY15 Budget.

Quotes for materials and installation of the carpet were obtained from New Day Office and Shaw Industries. With our membership in the National Joint Powers Alliance (NJPA), Shaw Industries was able to provide more competitive pricing.

New Day Office - \$24,611.67  
Shaw Industries - \$21,509.53

Quotes for the sound absorption panel replacement project were obtained from Interior Investments, LLC, New Day Office and NSR & Associates

Interior Investments, LLC - \$57,553.00  
New Day Office - \$35,100.00  
NSR & Associates - \$48,960.00

Operations Manager Rob Milka will be managing this project.

Staff is recommending that Shaw Industries and New Day Office be selected to complete the carpet and sound absorption replacement projects.

Moved by Mr. Norris, seconded by Mr. Bragg to approve Shaw Industries and New Day Office to complete the carpeting and sound absorption panel replacement projects, at a cost of \$56,609.53. Roll Call Vote:

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

**C. 911 System Hardware and Software Refresh**

A hardware and software refresh of the 5 Year old TCS IP-based call handling, MIS reporting and IP-based PBX system for the Center and the Schaumburg backup includes 23 xT911/xTrakker workstations and servers associated with xSwitch, xAdmin, xMIS, xBannerboard and xPBX along with the latest certified version of installed TCS software. \$124,311 was approved for this project in the NWC911 System FY15 Budget.

Quotes for the hardware and operating system and database software were obtained from CDW, Paragon Micro and TCS.

Workstations

CDW (HP) - \$22,211.10  
CDW (Lenovo) – 16,874.18  
Paragon Micro (Dell) - \$17,503.00

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Paragon Micro (Lenovo) - \$16,767.00

Servers & Server Software

CDW (HP) - \$59,962.86

Paragon Micro (Dell) - \$50,977.08

TCS – (Dell) \$36,718.00

TCS Professional Services including project management, staging, installation, post cut support and training for the project is \$68,518.00.

Prescient Resource Mike Terpstra and Director Cindy Barbera-Brelle will be co-managing this project.

Staff is recommending that Paragon Micro be selected to provide the Dell workstations. Though the Lenovo workstations are \$736.00 less, we have more hands on experience with Dell. Dell workstations are used for both the CAD System and the Radio System workstations/consoles.

Moved by Mr. Ottesen, seconded by Mr. Bragg to approve the purchase of Dell workstations from Paragon Micro, servers from TCS along with TCS's Professional Services as long as the cost is at or below State Contract Pricing.  
Roll Call Vote:

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

**D. Temperature Control System**

The temperature control system that serves the Communications Center is no longer supported and parts to make repairs are no longer available. We no longer have the ability to adjust the temperature set point in the Center. \$39,800 was approved for this project in the NWC FY15 Budget.

Quotes for the project were obtained from Automatic Building Controls, LLC, Johnson Controls, Inc. and P&M/Mercury Mechanical Corporation.

Automatic Building Controls, LLC - \$41, 277

Johnson Controls, Inc. - \$64, 530

P&M/Mercury Mechanical Corporation - \$39,800

Technician Jason Hunt will be managing this project.

Staff is recommending that P&M/Mercury Mechanical Corporation be selected to install the temperature control system.

Moved by Mr. Bragg, seconded by Mr. Norris to select P&M/Mercury Mechanical Corporation to replace the temperature control system at a cost of \$39,800. Roll Call Vote:

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

### **E. Subscriber Test Equipment**

The purchase of a Locus Diagnostics long-range, real time, over-the-air portable and mobile radio analyzer was a FY15 budget request submitted by Radio System Manager Jim Hunt. The analyzer uses airwaves to diagnose problems before they become emergent. It identifies, verifies and analyzes the health of any portable or mobile trunked radio on our network by monitoring and diagnosing the alignment, over the air, 24 hours a day, 7 days a week with no user interaction. Misaligned radios can be scheduled for repair or maintenance. The operational benefit is that consistent monitoring means improved communications. \$49,000 was approved for this purchase in the NWC911 System FY15 Budget.

Locus Diagnostics is the only manufacture of an analyzer with these capabilities. We were able to obtain Federal GSA Pricing for the Analyzer at a cost of 47,062.97

Moved by Mr. Trakas, seconded by Mr. Townsend to approve the purchase of the Locus Diagnostics DiagnostX Over-the-Air Analyzer at a cost of \$47,062.97. Roll Call Vote:

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

### **OLD BUSINESS**

#### **A. Insurance**

The results of the survey are back and the Committee will meet in the next few weeks to review the results and report back to the Board at the July meeting.

### **CLOSED SESSION**

Moved by Mr. Ottesen, seconded by Mr. Bragg to move to a closed session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of employees of the public body. 5 ILCS 120/2(c)(1)

and collective negotiating between the public body and its employees, or salary deliberations. 5ILCS 120/2(c)(2).

*Roll Call Vote: Motion Carried. Time 9:21 am.*

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

The Board of Directors discussed Union negotiations and Executive Director Barbera-Brelle's salary.

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

Moved by Mr. Norris and seconded by Mr. O'Rourke to approve the Executive Director's increase in compensation as discussed in the Closed Session.

*Roll Call Vote: Motion Carried. Time 9:34am.*

**ROLL CALL AYES:** Mr. Dixon, Mr. Bragg, Chief Schmidt, Mr. Norris, Mr. Trakas, Chief Semkiu, Mr. Ottesen, Chief Dunne, Mr. Krumstok, Mr. Townsend, Mr. O'Rourke.

**NAYS:** None.

**Absent:** None. Motion Carried

## **OTHER BUSINESS**

### **ANNOUNCEMENTS**

Mr. Krumstok congratulated Mr. Dixon on all of his work, his 21 years of service and retirement and Chief Semkiu for his years of service and retirement as well.

Mr. Krumstok also asked that questions about how Dispatch is doing and their treatment towards residents be included in the citizen surveys. Mr. Trakas asked if there was a way to standardize the questions and Mr. Bragg agreed that standardization would be helpful. Executive Director Barbera-Brelle advised that she will discuss the survey questions with the Operations Manager who is working on this project.

### **ADJOURNMENT**

Moved by Mr. Bragg seconded by Mr. Norris 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 was adjourned at 9:38 am.