

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, JANUARY 21, 2016

CALL TO ORDER

Chief Casstevens called the meeting to order at 8:17 A.M.

ALSO ATTENDING

Ken Koeppen (Arlington Heights Fire Chief), Steve Casstevens (Buffalo Grove Police Chief), Mike Baker (Buffalo Grove Fire Chief), Steve Schmidt (Elk Grove Village Police Chief), Rich Mikel (Elk Grove Village Fire Chief), Ted Bos (Hoffman Estates Police Chief), Jeff Jorian (Hoffman Estates Fire Chief), Bob Haas (Inverness Police Chief), Tim Janowick (Mount Prospect Police Chief), Brian Lambel (Mount Prospect Acting Fire Chief), Al Stoeckel (Palatine Police Chief), Scott Anderson (Palatine Fire Chief), Hank Clemmensen (Palatine Rural Fire Chief), D/C Al Steffen for 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 Gremo (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

A quorum was present.

OTHERS ATTENDING

Doug Blenman, Jr. and Helen Wiedenfeld – ID Networks; Mike Harper and Patrick Savage – Federal Engineering.

MEMBERS ABSENT

Arlington Heights PD

NWCDS PERSONNEL

Cindy Barbera-Brelle, Executive Director; John Ferraro, Assistant Executive Director; Rocella Rodgers, Assistant Director-Operations

APPROVAL OF MINUTES

Moved by Chief Baker, seconded by Chief Anderson, to approve the minutes of the November 19, 2015 Regular Meeting. *Voice Vote: Motion Carried.*

EXECUTIVE DIRECTOR'S UPDATE

Grants

A meeting with the Steering Committee and ICJIA's Mike Carter has been scheduled for February 16th at 1100. We're looking for a minimum of 7 participants intimately familiar with RMS. Police Departments need to submit your selection for the Committee to John no later than February 1st.

Alarms

As of January 5th there are 133 alarms remaining to be converted to radio from direct connect; 25 alarms have been converted since November 5th. Individual updates will be sent to communities that still have alarms to convert.

Acting Chief Lambel asked if anything official went out stating residents must convert. Executive Director Barbera-Brelle stated that nothing has gone out and there are no plans for any statements to go out, as each community will handle announcements on their own.

OTHER BUSINESS

Chief Casstevens announce that this was Cindy's last Executive Committee meeting and everyone gave a round of applause.

ASSISTANT EXECUTIVE DIRECTOR'S UPDATE

John Ferraro stated that Cindy's transition plan was extremely thorough, they covered a lot of ground and he felt he was pretty much up to speed on the Center. He thanked the Executive Committee for allowing the overlap and thanked Cindy for all of her assistance, organization and guidance throughout the transition.

NEW BUSINESS

Evacuation Plan

Staff has been working with Jim Miller from Mount Prospect Fire Department's Fire and Life Safety Educator on the Center's Emergency Action/Evacuation Plan. A draft of the Plan has been sent to Mr. Miller for his review and comments, and a copy is attached for the Committee's review, input and comments.

Training to familiarize Staff with this plan is scheduled for the end of January and a working drill will be scheduled in late spring.

Talk Group Access Agreement

1. Talk Group Access Agreement – Long Grove FPD
Long Grove FPD has requested access to the NW FD1, NW FD2, AH FG, BG FG, PA FG and PR FG and the M/A Fire.
2. Talk Group Access Agreement – Lake Zurich FD
Lake Zurich has requested access to NW FD1, NW FD2, NW FD3, PA FG, M/A FD

Moved by Chief Clark and seconded by Chief Anderson to approve the Talk Group Access Agreements with both Long Grove FPD and Lake Zurich FD. *Voice Vote: Motion Carried.*

Barrington Countryside FPD Dispatch Agreement

After conducting a condensed study, officials from the Barrington Countryside Fire Protection District (FPD) have provided a letter of intent to enter into an agreement with NWCDS to provide dispatch services. If approved, the target cutover date would be

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January of 2017. The FPD is aware there will be up-front costs related to the change of dispatch centers.

A preliminary transition meeting was held between NWCDS staff and Barrington Countryside FPD officials to discuss a radio communication plan, GIS considerations, and other operational issues such as station and rig numbering. Barrington Countryside FPD officials seemed flexible to change and eager to make this move. Based on CAD activity, NWCDS is considering dispatching Barrington Countryside FPD on the FD1 talk group with Palatine, Palatine Rural, Rolling Meadows, and Elk Grove Village Fire Departments. While the CAD activity would still be less than the other two NWCDS fire talk groups, more research with input from those departments would be conducted.

There are operational benefits to the residents of the Village of Inverness, because callers requesting the fire department or paramedics would not be transferred to another 9-1-1 center.

There are cost benefits of adding Barrington Countryside (FPD) to the existing members of NWCDS. In addition to up-front transition costs, the Barrington Countryside FPD would be projected to pay approximately \$115,784 annually. This number was determined by using the \$55.75 cost-per-call for the Palatine Rural FPD (the other NWCDS contracted department) and adding 5% for a potential increase in 2017.

With the operational and cost benefits of adding Barrington Countryside FPD it is the recommendation of NWCDS staff to enter into a contractual agreement for dispatch services.

Assistant Executive Director Ferraro stated that Barrington Countryside is not only very excited about coming aboard, but they have no problems making changes and are flexible to fit in with how NWCDS dispatches. They would be a contact member, like Cindy stated, and agreed that they went from a 'fishing expedition' to being enthusiastic about joining.

Chief Schumann commented that he thought that the Board was adamant about no new additions. He said he has no problems with them joining, but is concerned with how the Board will vote. Executive Director Barbera-Brelle replied that the Board might look at it differently since it's a contract like Palatine Rural Fire Department, not a membership.

Chief Clemmensen stated that operationally, Barrington Countryside would be a good fit and Chief Haas agreed that they would help Inverness. Chief Jorian is concerned because Barrington Countryside's Fire Chief's contract has not been renewed and he is concerned about personnel. Chief Schmidt is concerned about any political issues that may play a part in this addition. Chief Clark asked they would be joining with a long-term contract; Cindy replied that it would likely be a 5-year agreement.

Cindy suggested bringing this to the Board and explaining that operationally, the Executive Committee supports Barrington Countryside joining NWCDS.

Moved by Chief Jorian and seconded by Chief Haas to move the concept of a contract agreement with Barrington Countryside to join NWCDS from the Executive Committee to the Board level. *Voice Vote: Motion Carried.*

OTHER BUSINESS

Chief Schumann asked about Smart 911: What is it and how will it affect us? Assistant Executive Director Ferraro explained that it's a great program, but incredibly expensive. It's a database that residents, citizens, business owners etc, can go into on a website and enter in more detailed information like kids' names, wife's name, dog's name, cars that belong in the family, etc. DuComm is using it but it's so expensive that it's difficult to justify; we will be keeping an eye on the pricing.

ADJOURNMENT

Moved by Chief Stoekel and seconded by Chief Haas to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:39 A.M.