

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, MARCH 17, 2016

CALL TO ORDER

Chief Lamkin called the meeting to order at 8:18 A.M.

ALSO ATTENDING

Gerald Mourning (Arlington Heights Police Chief), Ken Koeppen (Arlington Heights Fire Chief), Deputy Chief Michael Szos for 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 Fire Chief), Al Stoeckel (Palatine Police Chief), Scott Anderson (Palatine Fire Chief), Al Steffen (Prospect Heights Police Chief), Bill Arneson (Rolling Meadows Acting 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

Mick Fleming, JEMC.

MEMBERS ABSENT

Palatine Rural Fire Department

NWCDS PERSONNEL

John Ferraro, Executive Director; Rocella Rodgers, Assistant Director-Operations; Kevin Diluia, Operations Manager

APPROVAL OF MINUTES

Moved by Chief Franzgrote, seconded by Chief Stoeckel, to approve the minutes of the January 21, 2016, Regular Meeting. *Voice Vote: Motion Carried.*

EXECUTIVE DIRECTOR'S UPDATE

One-on-One Employee/Executive Director Meetings

Executive Director Ferraro stated that the one-on-one meetings he has been having with the Telecommunicators since February 1st have been going well. He explained that some Operations Managers and TC's have started going to the Liaison meetings to build better relationships with our member communities, and will continue to be involved, keeping the lines of communication open.

CODE 4

Rocella stated that one of the ideas arising from one of the Fire Liaison meetings was to revisit how to approach communications during Code 4 or MABAS events. She

reached out to some of the fire departments and formed the committee to include 7 fire departments and 5 Telecommunicators, along with Jen Pelayo (NWCDS CAD System Manager), Jim Hunt (Radio System Manager), Jason Hunt (Radio System Technician). Their first meeting went very well as they discussed what they are doing right, what needs improvement and how they can make communications better overall.

RADIO QUALITY ASSURANCE

While we have always reviewed our phone calls for quality assurance, we have not done so for the radio side. By following the NENA Standards, we will begin quality assurance for the radio side and have formed a RQA Committee to ensure we are meeting the NENA Standards.

NEW BUSINESS

Everbridge Training

NWCDS Operations Manager Sue Cooper and Joint Emergency Coordinator Mick Fleming would like to conduct introductory and refresher Everbridge training for each community. They have indicated the best way to accomplish this is to hold training sessions at a select location (police or fire station) in each community. They will be reaching out to each of you to set up this training, if interested.

Talk Group Access Agreements

Vernon Hills: The Village of Vernon Hills has requested access to NW FD1, NW FD2, NW FD3, PALT FD, M/A FD. Some of the fire chiefs were questioning why Vernon Hills would be requesting all of these channels and were surprised they did not go directly to the fire departments. Most of the Fire Chiefs have not heard about Vernon Hills' request.

The consensus is for Executive Director Ferraro to communicate with Vernon Hills to determine why they are making the request for access and bring that information back to the May meeting.

OLD BUSINESS

Barrington Countryside FPD Dispatch Agreement

After conducting a 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 recommended target cutover date would be March of 2017. The FPD is aware that there will be up-front costs related to the change of dispatch centers. John will be bringing this to the Board for approval at today's 9am meeting.

ADJOURNMENT

Moved by Chief Jorian and seconded by Chief Haas to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:36 A.M.