



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL

MINUTES OF THE REGULAR MEETING OF THE EXECUTIVE COMMITTEE OF THE NORTHWEST CENTRAL DISPATCH SYSTEM, HELD IN THE PALATINE VILLAGE HALL, 200 E. WOOD STREET, COMMUNITY ROOM B, PALATINE, COOK COUNTY, ILLINOIS, AND VIA CONFERENCE CALL DUE TO THE CORONA VIRUS PANDEMIC, ON THURSDAY, NOVEMBER 19, 2020.

CALL TO ORDER

Chief Daryl Syre called the meeting to order at 8:15 A.M.

ATTENDING

Nick Pecora (Arlington Heights Police Chief), Andrew Larson (Arlington Heights Fire Chief), Jim Kreher (Barrington Countryside Fire Chief), D/C Scott Eisenmenger for Steve Casstevens (Buffalo Grove Police Chief), Mike Baker (Buffalo Grove Fire Chief), Chuck Walsh (Elk Grove Police Chief), Richard Mikel (Elk Grove Fire Chief), Assistant Chief Kasia Cawly for Ted Bos (Hoffman Estates Police Chief), Officer Mike Hish for Bob Haas (Inverness Police Chief), D/C Michael Eterno for John Koziol (Mount Prospect Police Chief), Brian Lambel (Mount Prospect Fire Chief), David Daigle (Palatine Police Chief), Scott Anderson (Palatine Fire Chief), Jim Zawlocki (Prospect Heights Police Chief), John Nowacki (Rolling Meadows Police Chief), Jeff Moxley (Rolling Meadows Fire Chief), Bill Wolf (Schaumburg Police Chief), Jim Walters (Schaumburg Fire Chief), Chris Clark (Streamwood Fire Chief).

A quorum was present.

OTHERS ATTENDING

Mick Fleming, Joint Emergency Management System Director.

MEMBERS ABSENT

Hoffman Estates Fire Department

NWCDS PERSONNEL

John Ferraro, Executive Director; Kevin Diluia, Deputy Director-Operations; Brian Drake, Deputy Director-Support Services; Terri Svec, HR/Finance Manager; Christine Zatz, Office Manager.

APPROVAL OF MINUTES

Moved by Chief Mikel and seconded by Chief Larson, to approve the minutes of the September 10, 2020, Regular Meeting. *Voice Vote: Motion Carried.*



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EXECUTIVE DIRECTOR'S UPDATE

COVID-19

After our outbreak of nine employees in August, the situation stabilized. While two members of the administrative staff were infected, they were able to work from home and did not pass on the infection to others within the agency.

John thanked Schaumburg Police for allowing the Telecommunicators to use the remote backup site inside the Police Department for this duration. Masks are mandated at all positions for additional safety.

Solacom 9-1-1 Phone Transition

As discussed previously, the current 9-1-1 phone system provider is Comtech. Comtech acquired Solacom in 2019, a better industry known 9-1-1 phone system. System Admin training took place on October 26th. Call-taker training took place during the last week in October and the 1st week of November. "Go-live" of the new system will take place on December 15, 2020.

Parking Lot

The parking lot replacement project was completed on October 17, 2020. After our walkthrough with our consultants from WOLD, we found that the project met our expectations and is a significant improvement.

UPS Room AC Unit

The Joint Board approved the purchase and installation of the UPS Room AC unit replacement at the meeting in September. Mercury Mechanical installed the unit on November 10-11, 2020.

Operations Manager Promotion

With the Operations Manager opening, a process was designed to pick the best internal candidate. An assessment center was conducted with nine candidates on October 23rd at the new Mount Prospect Police Department. The Executive Directors from DU-COMM and E-COMM participated in the evaluation of the candidates during the assessment center. Additional interviews with the candidates were conducted on November 13th and 16th.

The new Operations Manager will begin in January of 2021. He or she will train on the Day Shift and Midnight Shift for a couple of months and then settle in on their new shift (1500-2300) in March of 2021.

Telecommunicator Week 2020

Normally, National Public Safety Telecommunicator Week takes place in April. With COVID-19 at its height in April, NWCDS delayed the celebration until the week of October 25th. NWCDS has a great reputation in the 9-1-1 world, and it all starts with



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the fine work being done by our Telecommunicators and the rest of the staff. Very special thanks to Operations Managers Dan Sacomano and Jeb Lyons for coordinating different recognition activities.

I am proud to announce that Telecommunicator Grace Keaton was awarded the NWCDS Telecommunicator of the Year by her peers. Additionally, Operations Manager Dan Sacomano was awarded the Illinois APCO Supervisor of the Year. Congratulations to Grace and Dan!

NEW BUSINESS

Meeting Calendar 2021

A meeting calendar is included in the packet. These may be virtual and/or in person, depending on the severity of the current Covid19 pandemic.

NWCDS Executive Committee Chairperson 2021

The rotational list for the 2021 NWCDS/NWCDS911 Joint Board for Chairperson, Vice Chairperson, et cetera includes Mike Cassady as Chairperson, Joe Wade as Vice Chairperson. Chief Brian Lambel will serve as the Executive Committee Chairperson.

Talk Group Access Agreements - Approval Needed

- a. Park Ridge Fire Department
- b. Lake County

Moved by Chief Lambel and seconded by Chief Anderson to approve Park Ridge Fire Department in the Talk Group Access Agreement, as well as a consensus to approve adding Lake County to the talk group, which will be voted on in the January, 2021, Executive Committee meeting. Voice vote: Motion Carried.

OLD BUSINESS

New CAD/Police Records/Mobile Data - Update

A tentative "go-live" date of January 19, 2021, has been announced. The key is for NWCDS and its member police and fire departments to complete training and testing before that date. With that in mind, the following meetings and trainings have taken place or are scheduled to occur before "go-live":

Police

- Demos from Police Officer Perspective with interfaces: 9/22, 9/24, 9/25
- Police/Records Stakeholder Meetings: 10/6, 10/27, 11/10, 11/24, 12/8
- SSRS Records Subcommittee Meetings: 10/20, 11/10, TBD
- Police Mobile Refresher Training: 10/27
- CAD Desk Training: 11/16, 11/17, 11/18, 11/19, 11/20
- Records Demo/Training: TBD
- IDD (Dashboard) Training: 12/8, 12/9, 12/10



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Fire

- Fire Stakeholder Meetings: 10/9, 11/13, 12/11
- Fire Preplans Training: 10/15
- Fire Mobile Refresher Training: 10/22
- Fire "Road Testing": 11/12
- Fire CAD "Desk" Training: 12/3, 12/8, 12/10, 12/15, 12/22

NWCDS

- CAD Training: 11/30, 12/1, 12/2, 12/3, 12/4, 12/7, 12/8, 12/9, 12/10, 12/11, 1/4, 1/5, 1/6, 1/7, 1/8
- System Admin Training: 12/15, 12/16

Bob Scott created an Issue Tracker currently containing 43 line items that Motorola is working on, or will be working on until Go Live. This helps everyone keep track of any problems or issues that may arise, using the Issue Tracker as a reference point.

Radio Changes (Common Zone, County, CAD, Template) - Update

Both Jim and Jason Hunt continue working on radio changes, with Jason updating the fire side and Jim updating the police side.

Everbridge Committee - Update

The Everbridge Committee met on November 13 to maximize the benefits of Everbridge and standardize its usage. There was great participation and the next meeting is December 11, 2020 at 11am. All Member Communities are welcome to attend. Email Executive Director Ferraro for more information if interested.

NWCDS vs. Cook County - Update

The Cook County Freedom of Information request is awaiting review from the PAC. The 9-1-1 associations of APCO and NENA and the joint legislative committee have been involved with potentially having language in the new 9-1-1 law, and Chief Lambel has been working with fire associations to help in this matter as well.

Chief Clark asked if NWCDS has the personnel to add all of the Covid related information, as the Covid19 positivity rate continues to climb. John explained that the goal is to give the departments the ability to add the information. Additionally, this could be used for any future pandemics.

Rapid Test via Cook County

Mick Fleming stated that Cook County has Rapid Covid19 tests for distribution within our departments as well as for long term facilities.



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ADJOURNMENT

Moved by Chief Mikel and seconded by Chief Clark to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:47 A.M.