



## Northwest Central Dispatch System

1975 E. Davis Street  
Arlington Heights, IL 60005

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**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 PALATINE VILLAGE HALL, 200 E. WOOD STREET, COMMUNITY ROOM B, PALATINE, COOK COUNTY, ILLINOIS, ON THURSDAY, FEBRUARY 20, 2020.**

### **CALL TO ORDER**

Chairperson Sharon Caddigan called the meeting to order at 10:47 A.M.

### **MEMBERS ATTENDING**

Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Jim Norris (Village Manager Hoffman Estates) Sam Trakas (Village Administrator Inverness), Chief John Koziol for Michael Cassady\* (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Joe Wade (City Administrator Prospect Heights), Brian Townsend (Village Manager Schaumburg), Sharon Caddigan (Village Manager Streamwood).

A quorum was present

\*Mr. Cassady arrived at 10:58am

### **MEMBERS ABSENT**

Rolling Meadows

### **ALSO ATTENDING**

Nick Pecora (Arlington Heights Police Chief), Andrew Larson (Arlington Heights Fire Chief), D/C Scott Eisenmenger for Steve Casstevens (Buffalo Grove Police Chief), Chuck Walsh (Elk Grove Police Chief), Ted Bos (Hoffman Estates Police Chief), Pat Fortunato ((Hoffman Estates Fire Chief), Mike Hish for Bob Haas (Inverness Police Chief), John Koziol (Mount Prospect Police Chief), David Daigle (Palatine Police Chief), Scott Anderson (Palatine Fire Chief), Jim Zawlocki (Prospect Heights Police Chief), Bill Wolf (Schaumburg Police Chief), Daryl Syre (Streamwood Police Chief).

### **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.

### **PUBLIC COMMENT**

None



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Chairperson Caddigan thanked the Board for adjusting their schedules due to her illness last month.

### **EXECUTIVE DIRECTOR'S UPDATE**

#### **HIRING**

The hiring process has started, and we will be conducting the Zone Test and orientation once again at Prospect High School on March 12, 2020. John advised the Board that of the eight Telecommunicator in training, one did not make it and had to be let go.

#### **WINDOWS**

The window project is complete and John commented on the smooth installation process that went so well.

#### **RECORDS SYSTEM MANAGER**

Julie Nistler has been hired as the new Records System Manager. Julie has worked for nearly 20-years at the city of Park Ridge, most recently as the records supervisor. Julie is very knowledgeable about records, Cook County requirements, State requirements, and records requirements. She did very well in the hiring process and is highly recommended by her current employer. She has been described as an energetic and quick-learner. She will start on March 9, 2020, but as stated, she will be able to attend the records training that will take place the week of February 17, 2020.

#### **Shining Star Awards 2019**

Thirteen Telecommunicators were the recipients of the NWCDS Shining Star Award for 2019. Eligibility for this awards requires compliance to strict quality assurance standards, prudent use of benefit time, and other important criteria dealing with accuracy and efficiency. The 2019 Shining Star winners are: Bobby Diaz, Erin Eaton, Heidi Kapsalis, Josh Lettner, Dave Madonia, Sharron Muller, Kim Percudani, Alex Peterson, Kevin Pfeil, Jeanine Tribuzio, Sheri Van Overloop, John Wester, and Rich Wold.

#### **STATE OF ILL 911 REPORT**

John stated that the Illinois 9-1-1 Report should be out later today and he will email that update to the Board later today.

### **OLD BUSINESS**

#### **New CAD/RMS/Mobile Data - Update**

Records Train the Trainer continues in Palatine this week. CAD training at NWCDS is about half-way complete as TC's train weekly on Mondays, Wednesdays and Fridays.

The Go Live date of April 21 has not officially changed as of yet. John stated that he will have a clearer direction of a Go Live date after talking with those in the current training sessions and to Motorola as to why the system went down this past week. More training may be required in order to confidently train the rest of the staff.



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The Board discussed the consequences of postponing the Go Live date and how training will be impacted if delayed. John said that a delay would likely require more time and money and those who have been through training would need a refresher training course. Additionally, departments have set aside time to make sure everyone is ready for Go Live, and that will be impacted. John expects Motorola to incur those costs.

John reiterated that we want to continue to, “hold Motorola’s feet to the fire,” so that they don’t let up. Motorola has not yet guaranteed that the CAD system won’t go down again during training or worse, while being used live. Motorola was given a list of what needs to be fixed and John is awaiting that information.

John stressed that until he receives all of the input and information, the Go Live date isn’t changing. John stated that he will update the Board in 7-10 days after talking with Motorola and those who have gone through training before making any changes.

### **Closed Session**

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1) – Executive Director’s Annual Review ( January – December 2019).

Moved by Chairperson Caddigan and seconded by Mr. Rummel to move to a Closed Session for the purposes listed above.

***Roll Call Vote: Motion Carried. Time: 11:37am***

**Roll Call Ayes:** Mr. Recklaus, Mr. Bragg, Mr. Rummel, Mr. Norris, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Mr. Wade, Mr. Townsend and Ms. Caddigan.

**Nays:** None

Moved by Mr. Norris and seconded by Mr. Bragg to adjourn the Closed Session and return to the regular Board Meeting. *Voice Vote: Motion Carried. Time: 11:51am*

### **ADJOURNMENT**

Moved by Mr. Ottesen and seconded by Mr. Rummel to adjourn the regular joint meeting of the Northwest Central Dispatch System and the Northwest Central 911 System Board. *Voice Vote: Motion Carried. Time: 11:52 am*