



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL 60005

MINUTES OF THE SPECIAL JOINT MEETING OF THE NORTHWEST CENTRAL DISPATCH BOARD OF DIRECTORS AND THE NORTHWEST CENTRAL 9-1-1 SYSTEM BOARD, HELD VIA CONFERENCE CALL DUE TO THE CORONA VIRUS PANDEMIC, ON THURSDAY, AUGUST 20, 2020.

CALL TO ORDER

Chairperson Sharon Caddigan called the meeting to order at 10:00 A.M.

MEMBERS ATTENDING

Randy Recklaus (Village Manager Arlington Heights), Dane Bragg (Village Manager Buffalo Grove), Pat Fortunato for Rachel Musiala (Acting Village Manager Hoffman Estates), Sam Trakas (Village Administrator Inverness), Chief Lambel for Michael Cassady (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Barry Krumstok (City Manager Rolling Meadows), Brian Townsend (Village Manager Schaumburg).

A quorum was present

MEMBERS ABSENT

None

NWCDS PERSONNEL

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

PUBLIC COMMENT

None

EXECUTIVE DIRECTOR'S UPDATE

RECORDS SYSTEM MANAGER

John praised Julie Nistler's outstanding work as the Records System Manager and thanked her for her help and dedication with the CAD project. John mentioned that Julie is working part-time hours right now while she deals with a personal issue, but has managed to help the project in countless ways.

BUDGET SUBCOMMITTEE

The Budget Subcommittee meets to review the drafted budget on August 24, 2020.

PARKING LOT REPLACEMENT

The parking lot replacement RFP was published on July 29, 2020. Bids are being accepted until August 20, 2020, at 10AM. A recommendation will be brought to the NWCDS/NWC911 Joint Board at the September 17, 2020 meeting.



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STORM AFTER ACTION REPORT FOR AUGUST 10, 2020

Reports from the National Weather Service began flooding in about a large storm at around 1400 hours on Monday, August 10, 2020. The storm was due to hit around 3pm, and because of the notice, we were able to increase the number of Telecommunicators working on the dispatch floor. Initially, a thunderstorm warning was issued for the area. Notification to the Chiefs (for those that request it) was made.

Soon we learned of damaging winds in excess of 100mph, and tornado warnings issued for the area. The decision was made to activate the severe weather sirens. There have been some follow-up questions by various Chiefs and village officials such as:

What criteria was considered to activate the sirens?

Based on the Chief-approved NWCDS policy, damaging winds and tornado warnings were the reasons the sirens were activated.

Some Chiefs were notified of the thunderstorm warning, but not the tornado warning? The Telecommunicator sitting at the fire dispatch position responsible for dispatching Palatine, Palatine Rural, Rolling Meadows, and Elk Grove Village became extremely busy with taking 9-1-1 calls, as well as dispatch fire departments; he did not make the proper notifications. Corrective action was taken with this Telecommunicator, so the error does not occur again.

Why wasn't an Everbridge notification made to the citizens?

This is not the NWCDS policy. This will be discussed, at length, during the meeting and at the JEMS Executive Committee meeting.

COVID19/CARES ACT

Expenses have been tracked and a determination will be made after discussions with the Board regarding what is applied for in the FEMA grant, and/or what could be applicable to the CARES Act funds. The attached document shows an estimate of what has been spent, including overtime by NWCDS. If allocated CARES Act funds from the member municipalities are going to be considered, a spreadsheet was created with potential invoiced amounts according to each members' assessment percentage.

There was a discussion about the Villages applying their CARES allotment to police or fire overtime. One of the Villages may be able to apply some of their NWCDS expenses to their CARES allotment, and NWCDS will move forward with the FEMA grant process.

OLD BUSINESS

NWCDS v. Cook County – Update

FOIA REQUEST OF IDPH

Regarding the appeal of the FOIA decision to obtain addresses of COVID-19 addresses for entry into the CAD system, Attorney Brankin is still waiting on a reply from the PAC



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of the Attorney General's Office. He indicated it could be weeks or even months before a final decision is made by the PAC.

Everbridge System Setup Changes – Update

While there was no public comment, one Buffalo Grove resident did talk to John because he was concerned that Everbridge announcements were not made when the area severe weather sirens were set off recently. John stated that it is not NWCDs' policy to set off Everbridge each time the sirens are activated, as it is taxing on the Telecommunicators during severe weather, when they are already very busy.

The Board discussed the best ways to handle using Everbridge during severe weather and how each community can use Everbridge without having to rely on NWCDs. The Board concluded that the Executive Committee should decide protocols to use during emergency events. John stated he will bring it to the Liaison Committee meetings and Mr. Bragg suggested inviting some PIO's from member communities, as well as Mick Fleming.

Additionally, the phone number on Caller IDs that communities receive is a Viet Nam phone number, so Mick changed it to a local number.

MOTOROLA CAD / RECORDS / MOBILE DATA

Throughout the month of July work was done to finalize the records portion of the project. The idea was to ready the product for an "A to Z" demonstration for each department. A problem was discovered with the way Dacra, our citation product, was accessing LEADS information from Motorola. Motorola determined it wasn't CJIS-compliant and shut it down. Dacra has owned this mistake, but unfortunately it has taken longer than expected to fix. As soon as Dacra has this issue fixed, demonstrations will be scheduled with the departments. If the demonstrations go well, the next step will be for more individualized testing and training for each police department. Most police departments will need 30-60 days to train. A go-live date will be determined with Motorola, so that the police and fire departments have adequate time to train.

There are still remaining items with the CAD portion of the project. We continue to work with Motorola on the best way to tackle some of the differences in the Motorola system. Training of the NWCDs began before COVID-19, and we resume once a go-live date is determined. There have been CAD training review exercises given to the Telecommunicators.

ADJOURNMENT

Moved by Mr. Rummel and seconded by Mr. Bragg to adjourn the special joint meeting of the Northwest Central Dispatch System and the Northwest Central 911 System Board. *Voice Vote: Motion Carried. Time: 10:51 A.M.*