



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, JANUARY 21, 2021.

CALL TO ORDER

Chief Brian Lambel called the meeting to order at 8:15 A.M.

ATTENDING

Nick Pecora (Arlington Heights Police Chief), Jim Kreher (Barrington Countryside Fire Chief), Mike Baker (Buffalo Grove Fire Chief), Chuck Walsh (Elk Grove Police Chief), Richard Mikel (Elk Grove Fire Chief), Assistant Chief Kasia Cawly (Hoffman Estates Police Chief), Paul Bilodeau (Hoffman Estates Acting Fire 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), Bill Wolf (Schaumburg Police Chief), Jim Walters (Schaumburg Fire Chief), Daryl Syre (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

A quorum was present.

OTHERS ATTENDING

Mick Fleming, Joint Emergency Management System Director.

MEMBERS ABSENT

Arlington Heights Fire, Buffalo Grove Police, Rolling Meadows Fire

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.

INTRODUCTIONS

Chief Lambel introduced and welcomed Hoffman Estates Acting Fire Chief Paul Bilodeau to the Executive Committee.

APPROVAL OF MINUTES

Moved by Chief Walsh and seconded by Chief Anderson to approve the minutes of the November 19, 2020, Regular Meeting. *Voice Vote: Motion Carried.*



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL

EXECUTIVE DIRECTOR'S UPDATE

COVID-19

We are awaiting on word from FEMA regarding our grant application. As reported previously, nearly \$300,000 in expenses have been submitted for reimbursement.

Our partners at Northwest Community Hospital (NCH) have asked for a roster of interested NWCDS employees to be included with the 1b vaccinations. The offer was made because we are licensed emergency medical dispatchers working under our medical director at NCH. About two-thirds (2/3) of the staff is interested in getting the vaccine as soon as possible.

Solacom 9-1-1 Phone Transition

The current 9-1-1 phone system provider 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 occurred on January 14, 2021. There have been some minor issues that were corrected immediately with no interruption of 9-1-1 services to the public.

Operations Manager Promotion

We are proud to announce our new Operations Manager, Erin Eaton. Erin is an eighteen (18) year veteran of NWCDS and a high performer with an impeccable record, including numerous "Shining Star" awards. Erin is training on the Day Shift in January, Midnight Shift in February, and then will go to Afternoon Shift in March, where she will be permanently assigned for the rest of the year.

Hiring

Even though we conducted a testing/orientation process in March, we wound up delaying the hiring of new employees due to COVID-19 and training on two (2) different CAD systems. With CAD go-live in sight, we have begun virtual interviews for our open positions.

NEW BUSINESS

Achievements 2020

NWCDS' various achievements are listed in detail in the meeting packet, but a few touched on during the meeting included:

Covid 19

John praised the staff and their ability to pivot and cope with the changing regulations due to Covid 19. He also thanked Schaumburg again for the use of their building to house the backup center, which was utilized in order to separate staff and test the backup at various times during the pandemic.



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL

Solacom

The bulk of the work to prepare for the phone upgrade was completed in 2020, with the actual upgrade as stated, on January 14th, 2021.

CAD/Records/Mobile Data Project

Still listed as an accomplishment, because of the complexities of the project and even with COVID-19, progress was still made.

Accreditation / Recertification

We exceeded our accreditation numbers for Quality Assurance in both compliance and total number of reviews.

Peer Support

Implemented a peer support group for staff, headed up by Operations Manager Ariana Kitty, under direction from Deputy Director Diluia.

Facility

Total replacement of the parking lot.

Support Services

Continued with server replacements and redundancies for the backup center in Schaumburg.

Finance/HR

HR/Finance Manger Terri Svec implemented the 5-year smoothing, as directed by the Board.

Goals 2021

CAD/Records/Mobile

Complete and implement in 2021.

Transition from Comtech to Solacom

Completed January 14, 2021.

Gate Replacement

Capital replacement is budgeted for a new hydraulic gate, and new access due to numerous repairs and increased costs to maintain the old gate.

Support Services Projects include:

A complete list is in the meeting packet, but one of the main projects will be installing a second PRI at the backup center in Schaumburg for true redundancy, including mirrored servers for both locations.



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL

Operations/Personnel

One of the many goals regarding operations and personnel include a continued positive Labor/Management relationship, including communication and TC representation during the CAD upgrade.

OLD BUSINESS

New CAD/Police Records/Mobile Data – Update

Records Demo and Training for the Police side is scheduled for February 3-4, and all departments are encouraged to send personnel for this virtual demonstration.

New CAD and Stats (Premise Checks, Traffic Stops, etc.)

Data Conversion is down to a handful of issues, which is great progress. However, Motorola needs to flush the system before GoLive, so this will be done February 28th. Departments who still want to train will have to use the Training Module instead of the Production module to continue training.

This conversion will take weeks if all of the data for the past thirty year is to be transferred, so the compromise is to transfer the most recent 5-7 years of data converted prior to GoLive. The older dates will be converted after GoLive to save time, which we will get in writing from Motorola.

John recommends those departments who use ID Networks to continue using IDN until the rest of the data conversion is completed. Some departments will use until the end of the year, just to be on the safe side and have continuity.

The Go Live date is currently planned for mid-to-late March.

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

Jim and Jason Hunt have been making their rounds updating all of the radios and if they have not yet gotten to your department, they will soon.

Everbridge Committee – Update

An Everbridge policy is included in the meeting packet; it is a work in progress. Chief Baker asked about using some scripts or templates that the departments can alter to personalize to each community. Mick and John agreed that they can work on that with the Committee. Chief Wolf asked that a list of Committee members be sent to the Executive Committee to make sure each member community has personnel on the Everbridge Committee, and John stated that he will email a list for the Chiefs.

NWCDS vs. Cook County – No Update



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL

PREMISE CHECKS

The Executive Committee discussed the inequities in which department is taking a case number for premise checks, because there is a large discrepancy amongst NWCDS member police departments. Obviously, this impacts funding, and we just want to make sure the funding is fair.

John explained that statistical reports can be run with and without both premise checks and traffic stops, especially with regards to the funding formula, since those two criteria are the outliers. The Executive Committee can then discuss the best approach to use going forward.

ADJOURNMENT

Moved by Chief Wolf and seconded by Chief Anderson to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:56 A.M.