



Northwest Central Dispatch System

1975 E. Davis Street
Arlington Heights, IL 60005

MINUTES OF THE REGULAR 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, AND IN THE PALATINE VILLAGE HALL, 200 E. WOOD STREET, COMMUNITY ROOM B, PALATINE, COOK COUNTY, ILLINOIS, ON THURSDAY, JANUARY 21, 2021.

CALL TO ORDER

Chairperson Mike Cassady called the meeting to order at 9:51 A.M.

MEMBERS ATTENDING

Randy Recklaus (Village Manager Arlington Heights), Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Rachel Musiala (Acting Village Manager Hoffman Estates), Sam Trakas (Village Administrator Inverness), Michael Cassady (Village Manager Mount Prospect), Reid Ottesen (Village Manager Palatine), Joe Wade (City Administrator Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), Brian Townsend (Village Manager Schaumburg), Sharon Caddigan (Village Manager Streamwood).

A quorum was present

MEMBERS ABSENT

NONE

ALSO 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).

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.



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OTHERS ATTENDING

Mick Fleming, Joint Emergency Management System Director; Ira Kessler, IT Specialist- Prescient.

CONSENT AGENDA

Moved by Mr. Rummel, seconded by Mr. Krumstok to approve and accept the November 19, 2020, Joint Meeting Minutes (Regular & Closed), the November and December Budget Summaries and the NWC and NWC911 System Check Registers for November (NWC=\$ 1,116,350.17; NWC911=\$ 982,408.65) and December (NWC=\$1,374,727.16; NWC911=\$ 843,445.78), the Executive Director's Report, the Deputy Director-Operations Report, the Finance/HR Manager's Report and the Deputy Director-Support Services Report.

Roll Call Vote: Motion Carried. Time: 9:53 am

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

Nays: None

EXECUTIVE DIRECTOR'S UPDATE

COVID-19

NWCDS employees fall under the 1B category for vaccinations, so employees are awaiting a time and date from Cook County. Northwest Community Hospital has the roster of interested employees, as well as MABAS Division 1.

Solacom 9-1-1 Phone Transition

The bulk of the work to prepare for the phone upgrade was completed in 2020, with the actual upgrade and smooth transition taking place on January 14th, 2021. There was no interruption of 9-1-1 service for the citizens in our communities.

John thanked Brian Drake and his team including Rita Falk (who just celebrated 30 years with NWCDS), and Ira Kessler from Prescient.

Operations Manager Promotion

We are proud to announce that the new Operations Manager is 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.



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NEW BUSINESS

ACHIEVEMENTS 2020

Schaumburg Backup

John stated that the complete list of achievements is included in the meeting packet, but stressed the important usage of the Schaumburg backup center and the ability to keep the continuity of both centers, as well as have some social distancing with the Telecommunicators. A new switch with PRIs will be installed in Schaumburg this year to create a true redundancy.

Peer Support

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

HR/Finance

Terri Svec succeeded in completing the five-year smoothing for member communities.

GOALS 2021

A complete list is included in the meeting packet, but here are some touched on in the meeting:

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 gates and new access due to numerous repairs and increased costs to maintain the old gate.

Support Services Projects

Upgrading servers, improving redundancy and complying with NG9-1-1 Project.

Operations

Continuing a positive Labor/Management relationship through continued communication.

Moved by Mr. Rummel and seconded by Mr. Townsend to approve Executive Director Ferraro's 2021 Goals as listed in the meeting packet.

Roll Call Vote: Motion Carried. Time: 10:13 am

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



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Nays: None

MOU with Buffalo Grove: NIBERS Grant

Moved by Mr. Ottesen and seconded by Mr. Bragg to approve the Memorandum of Understanding with Buffalo Grove regarding the NIBRS Grant. Grant money was already used to pay the last invoice with Motorola totaling nearly \$800,000.

Roll Call Vote: Motion Carried. Time: 10:15 am

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

Nays: None

APPRECIATION

Sharon Caddigan NWCDS/NWC911 Joint Board Chair.

Chairperson Cassidy thanked Ms. Caddigan for her help as NWCDS/NWC911 Joint Board Chair and presented her with an appreciation plaque.

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.

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 side of the system, instead of the Production side to continue training.

This conversion will take weeks if all of the data for the past thirty years is to be transferred, so the compromise is to transfer the most recent 5-7 years of data converted prior to GoLive. The older data 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-late March.

NIBRS Grant

The first Grant distribution to pay the last Motorola invoice for the new CAD, totaling 794,366 has been approved.

NWCDS vs. Cook County - Update



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Per Attorney Pat Brankin, we are still awaiting review from the PAC.

Everbridge Committee – Update

The Everbridge Committee meets the second Friday of every month at 11am. An Everbridge policy is included in the meeting packet; it is a work in progress. John thanked Mick for all of his help with Everbridge and asked Members to review the policy.

Closed Session

Moved by Mr. Rummel and seconded by Mr. Ottesen to move to a Closed Session for 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)

- Interested Community
- Executive Director's Annual Review

Roll Call Vote: Motion Carried. Time: 10:21 am

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

Nays: None

Moved by Mr. Rummel and seconded by Mr. Ottesen to end the Closed Session and return to the regular Board Meeting. *Voice Vote: Motion Carried. Time: 10:32am*

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: 10:33 am*