



## **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 NORTHWEST CENTRAL DISPATCH SYSTEM TRAINING CENTER, 1975 EAST DAVIS STREET, ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, ON THURSDAY, MAY 20, 2021.**

### **CALL TO ORDER**

Chairperson Mike Cassady called the meeting to order at 9:01 A.M.

### **MEMBERS ATTENDING**

Randy Recklaus (Village Manager Arlington Heights), Chief Steve Casstevens for Dane Bragg (Village Manager Buffalo Grove), Ray Rummel (Village Manager Elk Grove Village), Eric Palm (Village Manager Hoffman Estates), Sam Trakas (Village Administrator Inverness), Michael Cassady (Village Manager Mount Prospect), Chief Dave Daigle for Reid Ottesen (Village Manager Palatine), Joe Wade (City Administrator Prospect Heights), Barry Krumstok (City Manager Rolling Meadows), Brian Townsend (Village Manager Schaumburg), Chief Chris Clark for Sharon Caddigan (Village Manager Streamwood).

A quorum was present

### **MEMBERS ABSENT**

NONE

### **ALSO ATTENDING**

Nick Pecora (Arlington Heights Police Chief), Battalion Chief Ron Fraider for Andrew Larson (Arlington Heights Fire Chief), Steve Casstevens (Buffalo Grove Police Chief), Chuck Walsh (Elk Grove Police Chief), Richard Mikel (Elk Grove Fire Chief), Acting Chief Kasia Cawly (Hoffman Estates Police Chief), Bob Haas (Inverness Police Chief), D/C Michael Eterno for John Koziol (Mount Prospect Police Chief), Dave Dolan (Mount Prospect Acting Fire Chief), David Daigle (Palatine Police Chief), Patrick Gratziana (Palatine Fire Chief), Rich May (Palatine Rural 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), 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; Lauri Orwig, Operations Manager-Training.



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### **OTHERS ATTENDING**

Mick Fleming, JEMS Director; Scott Anderson, Barrington Village Manager; John Christian, Barrington Fire Chief; Dave Dorn, Barrington Police Chief.

### **CONSENT AGENDA**

Moved by Mr. Krumstok, seconded by Mr. Rummel to approve and accept the March 18, 2021, Joint Meeting Minutes (Regular & Closed), the March and April 2021 Budget Summaries and the NWC and NWC911 System Check Registers for March (NWC=\$946,214.21; NWC911=\$473,687.81) and April (NWC=\$920,377.79; NWC911=\$477,368.76), 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: 9:02 am***

**Roll Call Ayes:** Mr. Recklaus, Chief Casstevens, Mr. Rummel, Mr. Palm, Mr. Trakas, Mr. Cassady, Chief Daigle, Mr. Wade, Mr. Krumstok, Mr. Townsend and Chief Clark.

**Nays:** None

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

#### **COVID-19**

One (1) employee tested positive since our last Joint Board meeting. We did receive some follow-up questions on our FEMA COVID-19 grant, which seemed promising in some areas, like supplies, and a little discouraging in the area of the overtime we submitted for reimbursement.

#### **State of Illinois**

There have been talks with the 9-1-1 Advisory Board and Statewide Administrator regarding the new 9-1-1 law (HB 3702), which should extend the current surcharge of \$1.50 for another couple of years. Through his dealings with the Illinois APCO/NENA Legislative Committee, John said that they have been working on the language regarding mandatory Telecommunicator certification, as Illinois is one of the last States to not have this requirement. Additionally, the committee has been involved with talks with the groups involved with sending mental health units, instead of police, as the originally house bill language (HB 2784) was relying heavily on 9-1-1 to make those decisions.

#### **GRANT**

John stated that Deputy Director Kevin Diluia applied for an EG-911 Expense Grant through the state for the recently installed phone system and as a result, NWCDS has been awarded \$222,172.92.



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### **Alarm System RFP**

The contract with JCI (formerly Tyco/ADT) expires on November 17, 2021, and requires a six (6) month notice for cancellation, otherwise it renews automatically for another year. JCI has been notified that we intend to go to RFP this summer and therefore are “exiting” our current contract. JCI will be welcome to bid with other vendors.

### **NEW BUSINESS**

#### **NWCDS/NWC911 CY2020 Audit (Lauterbach and Amen) – Roll Call Vote**

Brad Porter, audit manager for Lauterbach & Amen, reviewed some highlights from the NWCDS/NWC911 Calendar Year Audit, and thanked HR/Finance manager Terri Svec for all her work with the audit process. Mr. Porter also announced that NWCDS/NWC911 once again received an Unmodified Opinion with the audit, which is the cleanest opinion issued in the governmental audit environment.

Moved by Mr. Recklaus and seconded by Mr. Krumstok to approve the NWCDS/NWC911 Calendar Year 2020 Audit by Lauterbach and Amen, as presented in the meeting packet.

***Roll Call Vote: Motion Carried. Time: 9:08 am***

**Roll Call Ayes:** Mr. Recklaus, Chief Casstevens, Mr. Rummel, Mr. Palm, Mr. Trakas, Mr. Cassady, Chief Daigle, Mr. Wade, Mr. Krumstok, Mr. Townsend and Chief Clark.

**Nays:** None

#### **NWCDS/NWC911 5-Year Projection – Information Only**

Though not included in this projection, considerations for the future should include the addition of the Village of Barrington (their assessment for NWCDS and their surcharge money for NWC911), the possibility of a building addition for records consolidation, and possible loan payments for a portable radio purchase. Projection estimates are conservative until the new 9-1-1 law is passed.

If trends continue with surcharge, a more aggressive approach at reducing member assessments could be considered by the annual budget subcommittee. Mr. Townsend agreed that these funds should be used to reduce member assessments.

#### **Village of Barrington Membership Request – Roll Call Vote**

NWCDS staff has met (virtually) with Barrington police and fire officials several times to discuss operational items such as unit numbers and dispatch procedures, as well as other items such as governance and communicating with the State of Illinois about the change. Additionally, Mick Fleming provided an overview of the JEMS program.

John stressed that overall, the Village of Barrington and its personnel have been easy to work with and are flexible with how they are incorporated into our current setup. The



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lines of communication regarding which talk group they will join will remain open until finalized.

Moved by Mr. Trakas and seconded by Mr. Krumstok to approve the Village of Barrington's formal membership request to provide 9-1-1 dispatch services for their police and fire departments with a go-live date of April/May of 2022. Closer to go-live, the NWCDS/NWC911 Joint Board will need to pass a resolution to add the Village of Barrington to the NWC911 ETSB.

**Roll Call Vote: Motion Carried. Time: 9:15 am**

**Roll Call Ayes:** Mr. Recklaus, Chief Casstevens, Mr. Rummel, Mr. Palm, Mr. Trakas, Mr. Cassady, Chief Daigle, Mr. Wade, Mr. Krumstok, Mr. Townsend and Chief Clark.

**Nays:** None

### **SSRS Support, Daniel Kent Consulting – Roll Call Vote**

Moved by Mr. Townsend and seconded by Mr. Trakas for NWCDS to enter into a contract with Daniel Kent for consulting work as it relates to SSRS reports for the NWCDS member police and fire agencies. The following should be noted:

- Daniel would begin his consulting work on May 21, 2021.
- If approved, we would establish an NWCDS email, create a phone extension with voicemail, and provide a laptop to Daniel, so that he could keep his work on NWCDS SSRS reports separate.
- The contract is for one-year, but will be reviewed before the end of the year; Most, if not all, of the work could be completed by the end of 2021. The contract allows cancellation with 30-day's notice.
- At \$71.50 an hour, and approximately 8-9 hours a week, the total will not exceed \$20,000.
- The cost of this consulting services can be covered by utilizing a portion of the budget for the CAD project that went unused, because of the NIBRS grant revenue.
- Daniel's consulting contract and statement of work are attached to this Memorandum.
- Daniel will follow all Village of Schaumburg rules in regards to outside work, and this arrangement will still need to be approved by their human resources department.
- Our attorney has reviewed the contract and did not have any concerns.

**Roll Call Vote: Motion Carried. Time: 9:22 am**

**Roll Call Ayes:** Mr. Recklaus, Chief Casstevens, Mr. Rummel, Mr. Palm, Mr. Trakas, Mr. Cassady, Chief Daigle, Mr. Wade, Mr. Krumstok, Mr. Townsend and Chief Clark.



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**Nays:** None

### **OLD BUSINESS**

#### **New CAD/Police Records/Mobile Data - Update**

- As promised, meetings continue, including Police/Records and Fire.
- IT-Only meeting occurred yesterday to cover all the things that were learned over the last several weeks related to sluggishness or latency in the system.
- Motorola had engineers visit various Villages last week for assistance. One of the engineers, Joe Ben seemed to be very knowledgeable, and we insisted he be more involved in the project.
- Steps taken, future steps outlined in PowerPoint that has been shared with Village IT, but can be shared with anyone that is interested in receiving it.
- There are complex reasons behind sluggishness. At the most basic level, there is some user error and there have been things figured out by Motorola such as the LEADS delays and a programming issue with 4.6. There are some issues with the capacity of the machines being used. While they may meet the spec, there are other applications slowing it down and while this may have been okay with ID Networks, Motorola is a "fatter" client.
- On the operations end, it has taken way too long to get printing squared away. This is on Motorola. While we did continue to make changes to some options even after go-live, it still should not be this difficult to print.
- There are problems with NIBRS submissions that we are working through with Motorola and the State of Illinois. This was somewhat expected.
- Motorola has broken down the issues by police and fire department, and NWCDs. They will be meeting virtually with each department to go over their issues that remain on the list. The hope is that old things can be removed and problems can be updated or resolved.
- Motorola is engaged. We will hold back 40% of the contract value. The milestone certificate has not been signed.
- We will transition to Motorola's support system in the next few weeks. We have had meetings with the support team, and they are fully engaged.
- John has a meeting with Chris Lonnet, Vice President from Central Region for Motorola, on Monday at 9:30am. Punches will not be pulled about where there needs to be drastic improvement.

#### **NIBRS Grant- Update**

John thanked Buffalo Grove for their help with the NIBRS Grant and said there is still some money (about \$780,000) to claim from the grant. However, the money must be claimed by September 30, so John is hoping Motorola will fix the CAD problems and some of the money will be used to make a payment.



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### **NWCDS Centralized Police Records Feasibility Committee – No Update**

#### **NWCDS v. Cook County**

Pat Brankin still has not received a response from the FOIA request filed last year.

#### **Everbridge Committee/Written Directive – Voice Vote**

Moved by Mr. Recklaus and seconded by Mr. Trakas to approve the changes to the Everbridge System Directive #II-M-400, as stated in the meeting packet. *Voice Vote: Motion Carried.*

#### **Retirement**

Mr. Trakas congratulated Chief Rich May on his retirement in June this year.

#### **Date Change**

John would like to change the NWCDS/NWCDS911 Board meeting from July 15 to July 22, and will send out a reminder via email.

### **ADJOURNMENT**

Moved by Mr. Townsend and seconded by Mr. Krumstok to adjourn the regular joint meeting of the Northwest Central Dispatch System and the Northwest Central 911 System Board. *Voice Vote: Motion Carried. Time: 9:40 am*