



## **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, JANUARY 19, 2023.**

### **CALL TO ORDER**

Chairperson Eric Palm called the meeting to order at 9:05 A.M.

### **MEMBERS ATTENDING**

Randy Recklaus (Village Manager Arlington Heights), Scott Anderson (Village Manager Barrington), Dane Bragg (Village Manager Buffalo Grove), Matthew Roan (Village Manager Elk Grove Village), Eric Palm (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), Rob Sabo (City Manager Rolling Meadows), Deputy Chief Shawn Green for 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), Lance Harris (Arlington Heights Interim Fire Chief), Dave Dorn (Barrington Police Chief), John Christian (Barrington Fire Chief), Brian Budds (Buffalo Grove Police Chief), Mike Baker (Buffalo Grove Fire Chief), Chuck Walsh (Elk Grove Police Chief), Richard Mikel (Elk Grove Fire Chief), Kasia Cawley (Hoffman Estates Police Chief), Alan Wax (Hoffman Estates Fire Chief), Bob Haas (Inverness Police Chief), Mike Eterno (Mount Prospect Police Chief), John Dolan, (Mount Prospect Fire Chief), Dave Daigle (Palatine Police Chief), Pat Gratziana (Palatine Fire Chief), Bill Caponigro (Prospect Heights Police Chief), John Nowacki (Rolling Meadows Police Chief), Pete Sutter (Rolling Meadows Fire Chief), D/C Shawn Green for Bill Wolf (Schaumburg Police Chief), D/C Fabio Puccini for Jim Walters (Schaumburg Fire Chief), Daryl Syre (Streamwood Police Chief), Mike Meyer (Streamwood Fire Chief).

### **NWCDS PERSONNEL**

John Ferraro, Executive Director; Nate Krause, Operations Manager-Training; Christine Zatz, Office Manager.



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### **OTHERS ATTENDING**

Mick Fleming, JEMS Director

### **PUBLIC COMMENT**

None

### **CONSENT AGENDA**

Moved by Mr. Bragg, and seconded by Ms. Caddigan to approve and accept the November 17, 2022, Joint Meeting Minutes (Regular & Closed), the November and December, 2022 Budget Summaries and the NWC and NWC911 System Check Registers for November (NWC=\$ \$1,350,833.80; NWC911=\$912,175.85) and December (NWC=\$ \$1,138,384.37; NWC911=\$1,244,633.83), 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: 9:07am***

**Roll Call Ayes:** Mr. Recklaus, Mr. Anderson, Mr. Bragg, Mr. Roan, Mr. Palm, Mr. Trakas, Mr. Cassidy, Mr. Ottesen, Mr. Wade, Mr. Sabo, Chief Green, Ms. Caddigan.

**Nays:** None

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

#### **NWCDS/NWC911 Joint Board Future Planning Subcommittee**

As discussed at the last NWCDS/NWC911 Joint Board meeting in November of 2022, a subcommittee consisting of Board Members, Dane Bragg, Sharon Caddigan, Eric Palm, Randy Recklaus, and Rob Sabo, was formed for future planning. The first meeting will be virtual and is scheduled for Tuesday, January 24, 2023, at 1400 hours. The first meeting will be used to discuss the scope of work for the subcommittee and specific areas of focus for 2023.

#### **Hiring and Personnel Matters**

The five (5) Telecommunicators that were hired in October of last year continue to progress through training. Each has completed their EMD/EMT certification.

We remain one (1) Telecommunicator below full-staffing. Additionally, we are anticipating two (2) retirements in May. For these reasons, we will be conducting our large scale testing in March and again when we usually do it in August.

#### **New 9-1-1 Network/ESInet**

The State and AT&T is working on scheduling our cutover. It should take place in the first quarter of this year. Project management meetings have resumed with the State, AT&T, and Solacom.



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### Portable Radio Subcommittee

The Portable Radio Subcommittee met in December. The group discussed having a demo day with some vendors to see what features are available. Getting some “trial” radios from the vendors was also suggested. These steps will help with writing the RFP.

### Wheeling

Meetings continue with Wheeling to help prepare for a smooth transition.

### Cybersecurity Risk Assessment

The State of Illinois and the Division of Information Security offered a free Cybersecurity Risk Assessment. NWCDS staff met with Jerry Joel, the Division’s Cyber Navigator for several hours answering survey questions about our security policies, procedures, and training. Jerry also completed a building tour and analyzed IT. He will be issuing a report for NWCDS’ internal use and will highlight high risk areas that require improvement. One of the positives of the survey was learning that the State performs monitoring of certain systems for free. We may be able to save around \$7,000 annually if we take advantage of this service.

### Live 9-1-1

Live 9-1-1 is an application whereby police officers and firefighters can listen to 9-1-1 calls live while responding to calls. The application allows for “geo-fencing” so the 9-1-1 audio would only be for the appropriate and selected response area. The Schaumburg Police Department inquired about this service and offered to do a trial with the application. Live 9-1-1 agreed to let us do a trial free of charge, so long as we gave ample feedback about what went well and what could have gone better. The trial has begun and will last for several weeks.

The goals of the application are:

- To allow responders to hear tone, volume, and rate of speech
- To provide for quicker response
- To provide a safer environment for the citizens and the responders
- To ensure the responders have all necessary information

### NEW BUSINESS

#### **NWCDS Point-of-Contact List – Information Only**

An updated list is included in the Meeting Packet.

#### **NWCDS/NWC911 Achievements 2022 – Information Only**

John stated that 2022 was a busy year and the list of achievements are included in the Meeting Packet, but mentioned a few including:

- Planning and celebrating NWCDS’ 50<sup>th</sup> Anniversary Jubilee.
- Adding Barrington as a member of the NWCDS community.



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- The CAD Project and overcoming hurdles throughout, especially with the help of Darin Felgenhauer (Records System Manager).
- Earned re-accreditation with both EMD and EFD.
- A few internal promotions.
- Building improvements.
- Updating Cyber Security.
- Increased investment Strategies.
- John's appointment to the Statewide Advisory Board.

### **NWCDS/NWC911 Goals 2023 – Approval Needed/Voice Vote**

The full list of 2023 Goals are listed in the meeting packet, but John touched on a couple of the 2023 goals which include:

- Future Planning Subcommittee.
- Additional building improvements.
- Increased Cyber Security.
- Union Contract Negotiations
- Wheeling Transition.

Moved by Mr. Recklaus and seconded by Mr. Bragg to approve the 2023 Goals as presented in the meeting packet. *Voice Vote: Motion Carried.*

### **Joe Wade, NWCDS/NWC911 Joint Board Chairperson 2022 – Recognition**

Chairperson Palm thanked Joe Wade for his help with Chairing the Board in 2022. John presented Joe with a plaque.

### **OLD BUSINESS**

#### **Future Planning Joint Board Subcommittee - Update**

John reminded the Board about the agreement to form a Future Planning Subcommittee from the last NWCDS/NWC911 Joint Board meeting in November of 2022. This subcommittee includes Board Members Dane Bragg, Sharon Caddigan, Eric Palm, Randy Recklaus, and Rob Sabo. The first meeting will be virtual and is scheduled for Tuesday, January 24, 2023, at 1400 hours, and will be used to discuss the scope of work for the subcommittee and specific areas of focus for 2023.

The Outline from the last Board meeting (attached in the Board Meeting Packet) will be used as a guide.

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

As approved by the NWCDS/NWC911 Joint Board at the November 17, 2022 meeting, Motorola was paid only half of what was owed (\$397,000), and our attorney, John Kelly, sent a letter explaining certain criteria needed to be met before the final payment is made. This includes:



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- The Master Index File improvements, and more usability, as well as clean-up.
- The successful transition to Version 4.6.9 for both CAD and Records.
- Integration of the license plate reader software with Version 4.6.9.
- The operation of the entire system on the Disaster Recovery servers located at the Schaumburg Police Department for an agreed upon amount of time.

### **Portable Radio Subcommittee – Update**

Work continues with planning a 'Demo Day' at Harper College with various radio vendors.

### **Wheeling Transition to NWCDS – Update**

Progress continues, specifically with deciding which Talk Group they will join. John will schedule a meeting with the Talk Group Realignment committee in the upcoming months to analyze call and talk-time statistics and determine what Talk Groups Wheeling Police and Fire will operate on.

### **CLOSED SESSION**

Moved by Mr. Bragg and seconded by Mr. Sabo to begin the 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): Executive Director's Review 2022.

**Roll Call Vote: Motion Carried. Time: 9:21 am**

**Roll Call Ayes:** Mr. Recklaus, Mr. Anderson, Mr. Bragg, Mr. Roan, Mr. Palm, Mr. Trakas, Mr. Cassady, Mr. Ottesen, Mr. Wade, Mr. Sabo, Chief Green, Ms. Caddigan.

**Nays:** None

The Board discussed Executive Director Ferraro's Achievements, Goals, and Salary.

Moved by Ms. Caddigan and seconded by Mr. Recklaus to adjourn the Closed Session and Return to Open Session. **Voice Vote: Motion Carried. Time: 9:50A.M.**

Moved by Mr. Bragg and seconded by Mr. Roan to Authorize Chairperson Palm to establish Executive Director Ferraro's compensation as presented in the Closed Session. **Voice Vote: Motion Carried.**

### **ADJOURNMENT**

Moved by Mr. Bragg and seconded by Mr. Sabo to adjourn the regular joint meeting of the Northwest Central Dispatch System and the Northwest Central 911 System Board. **Voice Vote: Motion Carried. Time: 9:51 A.M.**