

## ***Illinois Valley Regional Dispatch Board***

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

June 26, 2018

### **CALL TO ORDER**

The meeting was held Tuesday, June 26, 2018 at the Peru Municipal Building, 1901 4<sup>th</sup> Street, Peru, Illinois. Chairman Doug Bernabei called the meeting to order at 10:00 a.m.

### **ROLL CALL**

Voting & Quorum Members Present:

John Duncan (10:04 a.m.), Brian Fisher, Joe Hogan, Jeff King, Jim Knoblauch, Ron Popurella, Tom Porter, Dennis Rutishauser, Tom Smith, Rob Uranich, Vice Chairman Andy Bacidore and Chairman Doug Bernabei. Absent: David Boelk (Hunt), Don Finley, Jeff Grove, Scott Harl

Non-Voting Members Present: City of Spring Valley, Utica Community Fire Protection District

### **MINUTES**

Chairman Bernabei presented the minutes of the IVRD meeting of May 29, 2018. Joe Hogan made a motion that the minutes be received and placed on file. Dennis Rutishauser seconded the motion. All in favor; motion carried.

Chairman Bernabei presented the minutes of the IVRD Special Meeting of May 29, 2018. Jeff King made a motion that the minutes be received and placed on file. Jim Knoblauch seconded the motion. All in favor; motion carried.

Chairman Bernabei presented the minutes of the IVRD Special Meeting of June 12, 2018. Brian Fisher made a motion that the minutes be received and placed on file. Jeff King seconded the motion. All in favor; motion carried.

### **PUBLIC FORUM (CITIZEN COMMENT)**

None

### **COMMUNICATIONS**

Chairman Bernabei reported Granville is withdrawing their request to receive dispatch services at this time.

Chairman Bernabei reported the Village of Lostant Police Department and Fire Protection District, including EMS, approached IVRD regarding a proposal for IVRD to provide dispatch services. Lostant is currently dispatched through LaSalle County and receives approximately 100 calls per year between police, fire and ambulance. Chairman Bernabei reported he contacted the LaSalle County Sheriff to convey that IVRD had been approached for services by Lostant as he does not want the sheriff's office to think IVRD is soliciting clients. Chairman Bernabei reported he and JoEllen Fisher will be approaching the board in the next few months with a request to hire additional TC's. He said the work load is being handled currently but he does not believe it would be advisable to take on dispatching for additional communities at this time. He stated it is nice that IVRD is being approached by other communities for dispatching service. The board held general discussion regarding the topic, including that IVRD is still seeking a larger/more permanent facility. The board came to a consensus that it would not be advisable to take on dispatching for additional communities at this time.

## **COMMITTEE REPORTS**

### **FIRE/EMS OPERATIONS COMMITTEE**

Vice Chairman Bacidore reported major headway has been made on CAD items. Chairman Bernabei added progress has been made on the server as well.

### **LAW ENFORCEMENT OPERATIONS COMMITTEE**

None

### **IVRD PSAP MANAGER REPORT**

PSAP Manager JoEllen Fisher provided the following report:

- The two newest full-time TC's are progressing very well with training and should be fully ready by mid-July and mid-August, respectively.

### **CHAIRMAN'S REPORT**

None

## **FINANCIAL REPORT**

Chairman Bernabei presented and reviewed the IVRD June Financial Report. Jim Knoblauch made a motion to receive and place the June financial report on file and to approve and pay bills in the usual manner. Vice Chairman Bacidore seconded the motion. Melissa Carruthers called the roll with Duncan, Fisher, Hogan, King, Knoblauch, Popurella, Porter, Rutishauser, Smith, Uranich, Bacidore and Bernabei voting aye; Boelk (Hunt), Finley, Grove, Harl absent; motion carried.

## **ACTIVITY REPORT**

Chairman Bernabei presented and reviewed the May 2018 Activity Report. Joe Hogan made a motion to receive and place the report on file; Tom Porter seconded the motion. All in favor; motion carried.

## **OLD BUSINESS**

### **LONG-TERM SITE LOCATION**

Chairman Bernabei stated the Peru Police Department is not a viable long-term location for IVRD. John Duncan said when the IVRD board met about a year ago, the options were to build; to wait on a suitable existing site to come available; or to possibly be housed in a new Peru Police Department if one were to be built. Duncan stated the IVRD Board should meet again after the LPO Shared Services Board reaches a decision to discuss long-term site options.

### **STATUS UPDATE ON FRONTIER REOCCURRING TRUNK ISSUES**

JoEllen Fisher reported issues with receiving blank 911 calls. The problematic trunk has been bypassed while the trunk is being serviced.

### **UPDATE ON REQUEST FROM VILLAGE OF GRANVILLE POLICE DEPARTMENT FOR DISPATCH SERVICES**

Chairman Bernabei reported Granville is withdrawing their request to receive dispatch services at this time.

### **MOTION TO FORMALLY RATIFY AND PLACE ON FILE IVRD RULES ON PUBLIC COMMENT**

Chairman Bernabei stated IVRD has been transparent since its inception, including providing public comment opportunities at both the beginning and end of the meetings. He stated the attorney general recommends written rules for public comment. Jim Knoblauch suggested sending a draft of the proposed IVRD Board and LPO Shared Services Committee public comment rules to the attorney to review. The two boards could then split the bill. Tom Porter made a motion to table the motion until the attorney could review the proposed public comment rules. Rob Uranich seconded the motion. All in favor; motion carried.

### **NEW BUSINESS**

#### **MOTION TO APPROVE RAGAN COMMUNICATIONS QUOTE**

Ron Popurella made a motion to approve Ragan Communications' quote to install mouse/keyboard integration switches at all IVRD consoles in the amount of \$4,704.58. Tom Smith seconded the motion. JoEllen Fisher explained this would be easier / very beneficial for users. Melissa Carruthers called the roll with Duncan, Fisher, Hogan, King, Knoblauch, Popurella, Porter, Rutishauser, Smith, Uranich, Bacidore and Bernabei voting aye; Boelk (Hunt), Finley, Grove, Harl absent; motion carried.

#### **MOTION TO APPROVE TRITECH QUOTE**

Chairman Bernabei reported the headset light tower interface is an additional safety net providing green, yellow and red headlight notifications to alert the status of the dispatchers on the phone. Joe Hogan made a motion to approve the TriTech quote to install a headset light tower interface on three radio consoles in the amount of \$4,513.74 plus travel time. Jeff King seconded the motion. Melissa Carruthers called the roll with Duncan, Fisher, Hogan, King, Knoblauch, Popurella, Porter, Rutishauser, Smith, Uranich, Bacidore and Bernabei voting aye; Boelk (Hunt), Finley, Grove, Harl absent; motion carried.

#### **DISCUSS POSSIBLE CHANGE TO IVRD COMMITTEE STRUCTURE**

Chairman Bernabei stated the IVRD Fire/EMS Operations and Law Enforcement Operations subcommittees currently consist of all fire chiefs and all police chiefs, respectively. Chairman Bernabei stated because of the current committee makeup, if two chiefs were in the same room outside of an IVRD meeting, they cannot discuss or answer questions about IVRD because of OMA regulations. Board members conducted general discussion on the topic. Chairman Bernabei stated he will talk with the attorney for guidance on the matter and asked board members to bring suggestions for possibly restructuring the committees to the next IVRD Board Meeting.

### **PUBLIC FORUM (CITIZEN COMMENTS)**

None

### **EXECUTIVE (CLOSED) SESSION**

None

### **SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will be at 10:00 a.m., Tuesday, July 31, 2018.

### **ADJOURNMENT**

Jim Knoblauch made a motion to adjourn the meeting. Brian Fisher seconded the motion. All in favor; motion carried. The meeting adjourned at 10:50 a.m.