

Municipal Consolidated Dispatch
7300 W. Wilson Avenue, Harwood Heights, Illinois 60706

REGULAR BOARD MEETING MINUTES: TUESDAY, JANUARY 8TH, 2019

1. CALL TO ORDER: The meeting was called to order by Chairman Larry Maraviglia at 1:35 PM.

2. ROLL CALL

The following Board Members were present at the meeting:

Chairman: Larry Maraviglia
Vice Chairman: Peter Chiodo
Secretary: Joanna Skupien
Member: Frank Biagi
Member: Brad Townsend
Member: Thomas Fragakis
Member: John DeVries
Member: Thomas Deegan
Member: Wayne Schober
Member: David Disselhorst

ABSENT:

Member: Daniel Tannhauser
Member: Annette Volpe

A quorum was declared.

Also present:

Ex-officio: Ronald Gross, MCD Director

3. OTHERS TO ATTEND

Franklin Abel, MCD Attorney
Charles Leiser, Schiller Park Fire Dept.
Terrence Vavra, Fire Chief - Norwood Park Fire Protection

Next Ordinance No. - 2019-06
Next Resolution No. - 01-19

4. APPROVAL OF MINUTES

December 11, 2018

MOTION by John DeVries seconded by Frank Biagi to approve the minutes of the December 11, 2018 Board Meeting as presented. David Disselhorst requested to abstain from the vote as he was not present for the December 11, 2018 meeting.

All present voted **AYE**. Opposed **NONE**.

5. PERSONS WISHING TO BE HEARD

Chief Vavra stated that the Norwood Park Fire Department will be switching current T1 lines and circuits to microwave. They originally went to Comcast because the cost was ½ of what the cost for a microwave would have been. However, the equipment which was put in is not compatible. To fix the issues would cost an additional \$12K, so he would rather make that investment into microwave connectivity which would pay for itself in approximately one year. Mr. Gross will give Chief Vavra the contact info for the person at Chicago Communications he should talk to to get this going.

6. EXECUTIVE DIRECTOR –Report, December 2018

Regarding personnel & staffing: 2 background checks have been completed out of the 4 candidates. Next step will be for those two to be sent for the psychological assessments and physicals. Thomas Fragakis asked what the physical will include. Response by Mr. Gross that this will include, drug, alcohol, hearing, and vision tests. These candidates are for part-time positions.

Owen from Chicago Communication contacted Mr. Gross to let him know that Friday will be his last day. He is taking a new job out of state. Tom Treichler and John Allen will be temporarily taking over the account until they dedicate a service rep to MCD.

David Disselhorst asked if there are other vendors, just in case we get to a point we need to look at other vendors or backup vendors. Pete Chiodo stated that the Schiller Park Fire Department primarily uses United Radio. Mr. Gross mentioned another vendor, Miner Electronics, and others who are also viable options but at this time because we are still working on building out the microwave system he would like to stay the course and not switch vendors until the project is completed.

Regarding nature codes: In-progress/Just-occurred (IP/JO) codes have been added to the CAD/RMS system to differentiate emergent vs. non-emergent calls for service. As we start updating future reports, when we look at call processing times, we will start to differentiate between the two nature codes and segregate them out. Those codes were added 12/31/18. No existing codes were changed; these codes were added so going

forward we can have better reporting for emergency calls vs. non-emergency calls. RMS was updated in each community first, then they were updated in CAD.

Police ops committee meeting will be on Thursday. There will be a demo by Front Line (parking permissions and different items which won't require a CAD ticket being generated and other web-based robust features). The committee will also begin developing lists of what is a call vs. what is not a call.

Brad Townsend stated that Schiller Park had a conversation with ComEd and the PW Director. Some facilities in Schiller Park do not have an address. Is there a way we can come up with an address, for example, they don't have an address to their pump house. They also don't have a way to be notified when power goes out at a small facility in the middle of the forest preserve. Short discussion regarding what other communities do for similar scenarios/facility locations and how this related to GIS.

7. OLD BUSINESS

A. FY18 Audit

Mr. Gross asked if there were any questions on the audit after each community took it back to their respective Boards. There were none.

B. Parkway Bank Loan –no discussion/keep as agenda item

C. Remaining Circuit Reductions – Radio Systems

Elmwood Park declined the propagation study. So, Elmwood Park is no longer an issue.

Mr. Gross talked to Jim O'Toole. He wants to set up a meeting with the two of them and Chi Comm. He doesn't think the consolettes idea will work. They will explore other options. Mr. O'Toole states he has an antenna in Norridge. If we get rid of Net, we will be solely dependent on the two antennas, one of which is scratchy.

Mr. Gross asked that the Board give him to the end of the month to figure out if we do have circuits and if we need those circuits. If we do need them, then the cost should be paid for by MCD and not Norridge (Norridge has been and continues to pay for circuits). If we don't need the circuits, then Norridge can just cancel them.

Consensus is to decommission Net. For now, just disconnecting and leaving the equipment in place. Removing the equipment would result in additional costs. So maybe it's just best to leave the equipment and just unplug everything for now.

There was discussion regarding when Star Comm goes down, what is our back up? Mr. Gross stated during the most recent outage, there were times where one officer heard the transmission but another officer next to him did not. In the dispatch center, the traffic sometimes came over the consoles and other times over the portables. It was scratchy but were still able to communicate. Mr. Gross stated that in his opinion, even in that state, it was still better than the way things were with Net. When he got here, the circuits were constantly going down with Net. When one community would hear, the other one wouldn't hear.

Mr. Gross reminded the Board that Net 15 will not even be an option in one year.

Frank Biagi stated in the past, when Net 15 went down, it went down. There was no backup. We switched to VHF side/public works band.

In summary, Mr. Gross will tell Mr. O'Toole that we are not maintaining Net. We will no longer pay for the circuits. We need to work together, so he will turn it over to him and asks him how Rosemont wants to proceed going forward.

8. NEW BUSINESS

A. Nationwide Power – UPS Battery Replacement Proposal

Not to be confused with the big generator, these are the batteries that would turn on if the generator does not turn on. UPS batteries are constantly running in the background so that there is no disruption of service. They will last 4-5 years. Mr. Gross is asking the Board for consideration to replace the existing batteries with new ones.

Peter Chiodo asked why we are already replacing the ones we have if the life expectancy is 4 years and MCD has only been in existence for just over a year. Mr. Gross responded that the ones MCD is using now were not purchased new when MCD opened. We inherited them from the then existing Harwood Heights dispatch center, so they were not brand new and we were lucky to get them and not have the added expense of purchasing a new UPS system along with our other start-up equipment.

Thomas Deegan asked regarding the price. Is this a good price? Should we get another quote from another vendor? Short discussion. Mr. Gross stated this is a reputable vendor, who maintains the system currently. Larry Maraviglia concurred regarding Nationwide Power. Buying batteries from another company, or

separately installed, may end up costing more, and runs the risk of additional costs by a company who is not familiar with the system and potentially cause annual maintenance issues with Nationwide Power.

Peter Chiodo requested that we table the approval for the purchase until we get a second quote just, so we can be more confident about the price we were quoted. David Disselhorst and Joanna Skupien agreed that a second quote will be a good idea.

Brad Townsend asked if double redundancy is the standard. Mr. Gross replied that yes, it is the standard. Chief Vavra reaffirmed this.

Thomas Deegan stated he looked online on Amazon for the battery quoted and found the price on Amazon to be very similar to the one in the quote. He thinks this is a fair price.

MOTION by Thomas Deegan, seconded by John DeVries to approve the purchase of UPS batteries in the amount of \$4,393.02 from Nationwide.

ROLL CALL:

Larry Maraviglia – not present for the vote

Joanna Skupien – YES

Brad Townsend – YES

Thomas Deegan – YES

Peter Chiodo - YES

Frank Biagi – YES

David Disselhorst - YES

Thomas Fragakis – YES

John DeVries - YES

Wayne Schober – YES

Motion carries.

B. Financial Strategic Planning & Policy Development

Mr. Gross suggested at a prior meeting that we put together a subcommittee of finance members. This subcommittee would meet to discuss possibly paying of the loan early, making extra payments to the loan, developing policy and other items that were recommendations from the annual financial report as well as those suggested by Lauterbach & Amen.

Short discussion. Should it just be one person from each community? Does it have to be an MCD Board Member that is a member of the subcommittee or can it be an employee of the community? Consensus that it should be one MCD Board member from each community but then each community can have another designee, if they want.

MOTION by Brad Townsend, seconded by David Disselhorst to establish a subcommittee workgroup for the purpose of financial strategic planning and policy development.

ROLL CALL:

Larry Maraviglia – YES
Joanna Skupien – YES
Brad Townsend – YES
Thomas Deegan – YES
Peter Chiodo - YES
Frank Biagi – YES
David Disselhorst - YES
Thomas Fragakis – YES
John DeVries - YES
Wayne Schober – YES

Motion carries.

C. Warrant Register (Bill Listing)

MOTION by Wayne Schober, seconded by Frank Biagi to approve the warrant register dated January 8, 2019 totaling in the amount of \$20,938.84, attached and made part of the record hereof.

ROLL CALL:

Larry Maraviglia – YES
Joanna Skupien – YES
Brad Townsend – YES
Thomas Deegan – YES
Peter Chiodo - YES
Frank Biagi – YES
David Disselhorst – not present for the vote
Thomas Fragakis – NO
John DeVries - YES
Wayne Schober – YES

Motion carries.

Thomas Fragakis stated he would like the detail of the billing for Franklin Abel which shows hours worked and the detail of those hours. The MCD Board packet currently just gives one total and he would like to see the detail before he is asked to vote.

Joanna Skupien asked about the rental lease with the Village of Harwood Heights. How long is the lease for? Frank Abel advised it is a 7-year lease; which goes until 2024. Increase of 15% upon renewal unless we renegotiate the terms.

D. Next Meeting – **February 12, 2019, 1:30 p.m.**

9. OTHER BUSINESS - NONE

10. EXECUTIVE SESSION - NONE

11. ADJOURNMENT

MOTION by Thomas Fragakis seconded by Wayne Schober to adjourn at 3:03 PM.

All present voted **AYE**. Opposed **NONE**.

ATTACHMENTS

1. December 2018 Stats
2. December 2018 Financials
3. Warrant Register 01-08-19

MINUTES PREPARED BY: JOANNA SKUPIEN