



West Suburban Consolidated Dispatch Center

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Operations Committee Meeting

River Forest Village Hall, Lower Level Community Room
400 Park Avenue
River Forest, IL 60305
January 30, 2018 @ 9:00 am

MEETING NOTES

Members Present:

Elmwood Park Police Chief Frank Fagiano
Elmwood Park Deputy Chief Andy Hock
Forest Park Police Chief Tom Aftanas
Forest Park Police Deputy Chief Michael Keating
Forest Park Fire Chief Bob McDermott
Forest Park Fire Deputy Chief Phil Chiapetta
Oak Park Police Chief Anthony Ambrose
Oak Park Police Deputy Chief Frank Limon
Oak Park Deputy Chief Ladon Reynolds
Oak Park Fire Chief Tom Ebsen
Oak park Fire Deputy Chief Pete Pilafas
Park Ridge Police Deputy Chief Duane Mellema
River Forest Police Chief Jim O'Shea
River Forest Fire Chief Kurt Bohlmann

WSCDC:

Executive Director Brian Staunton
Deputy Director Amy Kosinsky
Administrative Assistant Chris Randall

Others in attendance:

Call to Order

Chief McDermott called the meeting to order at 9:03 am.

Approval of Minutes from the November 28, 2017 meeting

Motion to approve by Chief Ebsen, seconded by Chief O'Shea, motion passed.

Executive Director's Report

Executive Director Staunton reported....

Staffing

Trainee Andrew Sotomayor was terminated on January 21st.

Andrew's exit leaves WSCDC one telecommunicator down.

Kristen VanderKooi is progressing well through training, we project that she will be counted as a full telecommunicator sometime in May.

Statistics

Deputy Director Kosinsky's, year-end and current statistics were reviewed.

Radio Update

As a follow up to the last meeting, we continue to work to make the improvements of the VHF800 Police Main Radio Band. During the last Board meeting, the board verbally approved the improvements, but they require budget amendment to the FY2018. The amendment was sent to the board in December, and formal approval is on the agenda for the next board meeting.

The repairs are proceeding. We were waiting on final approval from the FCC to adjust the license in order to move the transmitter and received it on the previous evening. We are also waiting on AT&T to install the T-1 circuit at 1150 Forest, Oak Park. Chicago Communications has secured the necessary equipment so that they can install the equipment once the approval comes from the FCC and the T-1 circuit is in place.

Once the initial work is completed, Chicago Communications will work with WSCDC and the Village of River Forest to recommend changes to the infrastructure to further improve the signal in River Forest.

Project Completion Updates

The screen capture software has been installed and the administrative staff is currently being trained. With the completion of the fiber network we are now viewing the Park Ridge cameras in the dispatch center. Adam Draper will be reaching out to the remaining towns to give us access to their cell cameras as well.

Notification Module

WSCDC and Superion has completed installation and testing on the CAD Notification Module. Preliminary plans for the rollout of this module were discussed. The full roll out to be conducted during the CAD status meetings in February.

Standardization

With response times on high priority and emergent calls being scrutinized more by all the stakeholders, it is becoming increasingly more important for us to look for ways to improve operational efficiencies.

Internally we are reviewing things that we can standardize across all of the agencies. Before operational changes are made, we will bring the various changes to the operation committee and CAD status.

One of the first areas we are looking at is to streamline the nature code list and the out of service type code list. Currently there are over 250 nature codes and over 30 out of service type codes. We will be looking to trim both lists to get them to a more manageable list.

Lock outs are also handled different ways by each town and our hopes are to narrow it down to 2 ways.

Director Staunton was asked by the agencies to get an updated quote for Verizon's Fleet Maintenance Service.

Discussion ensued.

WSCDC's policy and the mobile provider's guidelines were reviewed as it pertains to pinging cell phones.

Adjournment

The meeting was adjourned @ 9:44 am, by Chief Aftanas, seconded by Chief Ambrose.

Respectfully Submitted,

Chris Randall, Administrative Assistant