



West Suburban Consolidated Dispatch Center

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Board of Directors Meeting

**Elmwood Park Village Hall
11 Conti Pkwy, Elmwood Park,
2nd Floor Conference Room**

Date: June 24, 2016 @ 10:00 am

In attendance:

*Cara Pavlicek – Oak Park Village Manager
Eric Palm – River Forest Village Administrator
Paul Volpe – Elmwood Park Village Manager
Joe Gilmore – Park Ridge Acting City Manager*

WSCDC

*Brian Staunton - Executive Director
Christine Randall - Administrative Assistant*

Also in attendance were...

*Oak Park Police Chief Tanksley
Oak Park Police Deputy Chief Ambrose
Oak Park Police Deputy Chief Limon
River Forest Fire Chief Eggert
Elmwood Park Police Chief Miller*

Call to Order

Village Manager Volpe called the meeting to order at: 10:12 am.

Approval of Minutes from April 26, 2016 meeting

A motion was made by Village Manager Pavlicek, seconded by Village Administrator Palm.
Motion approved by voice vote.

Executive Director's Report:

Executive Director Staunton...

Staffing

- Intends to hire 2 telecommunicators since the retirement of one of our TC's is pending in August/September 2016. Twenty-two applicants passed the written test and the top 11

where chosen based on their scores for the upcoming interview process scheduled for 6/29. The goal is to have someone in place by August 1st.

- Gina Mehl has been promoted to 4th supervisor, effective July 1st. Gina will begin training with Deputy Director Kosinsky beginning on July 6th and by August 1st will be with her platoon.

Text to 9-1-1

- Director Staunton has had conversations with both Intrado and TCS about implementing text to 9-1-1 in the center. Cost will not be a factor in implementation since it is not a big capital expense. However, it is a lengthy process that involves getting agreements to support it from all of the wireless carriers. The 3rd party application is free. The plan is to have it implemented sometime in 2017.

New Receiver Site

- The transmitter that was located at 1025 Pleasant, Oak Park has been moved to the new high rise construction building at 150 Forest Ave, Oak Park. We have worked with Chicago Communications to improve the equipment to make this a full receiver and transmitter site. This new site gives better area coverage and provides a more reliable power backup. The site also gives us capability for expansion should our needs warrant.
- Audit reports were given for review to B.O.D.
- Call profile for May-still reaching and exceeding call answer times
- Lease new copier- less than current cost
- Set up auditors to come out to the next meeting

Approval of Bill Disbursements for May 2016

A motion was made by Village Administrator Palm, seconded by; Village Manager Pavlicek. Motion approved by voice vote.

CAD

- Sungard is still working on issues (4 remaining) with RMS, firehouse & mapping. The final payment is still being withheld. Deputy Director Kosinsky has made good progress with our internal contacts on the mapping issue, which is the biggest issue Quarterly CAD status meetings are still being held. CAD stats have had little change from the initial number projections given in March.

Consolidation

- Director Staunton met with the Village Manger and One of the Police Commanders of Forest Park. They were more receptive to the revised cost estimate. Forest Park is being included in the consolidation plan. In 9-12 months Forest Park will be a part of the center (July 2017). We are looking at the possibility of taking on 4 of the Forest Park Dispatchers.

State Grant

- Our State grant application was denied and given to 7 underserved southern communities. We will try again in January 2017.

ETSB Consolidation

- One check will be issued from the State, making it difficult to figure what percentage of the ETSB funds belong to each community. The amount will be subtracted from our member's assessment once the exact amounts are reconciled.

The B.O.D. welcomed Joe Gilmore to his position.

Village Administrator Palm adjourned the meeting @ 10:42 am, seconded by Village Manager Pavlicek.

A handwritten signature in black ink, appearing to read "Christine Randall", written over a horizontal line.

Christine Randall, Administrative Assistant