



## West Suburban Consolidated Dispatch Center

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Operations Committee Meeting  
Oak Park Village Hall Community Room  
February 26, 2015 at 10:30 am  
MEETING NOTES

Members Present: Elmwood Park Fire Chief Mike Ventura, Elmwood Park Police Deputy Chief Andrew Hock, Oak Park Police Chief Rick Tanksley, Oak Park Police Deputy Chief Anthony Ambrose, Oak Park Police Deputy Chief Frank Limon, Oak Park Police Records Clerk Vanetta Logan, Oak Park Fire Chief Tom Ebsen, Oak Park Fire Deputy Chief Pete Pilafas, Oak Park Fire Lieutenant Jacob Gloodt, River Forest Police Chief Greg Weiss, River Forest Fire Chief James Eggert, Park Ridge Police Chief Frank Kaminski, Park Ridge Police Deputy Chief Lou Jogmen, Park Ridge Police Deputy Chief David Keller, Park Ridge Police Commander Jason Leavitt

WSCDC: Executive Director John Ferraro, Deputy Director Amy Kosinsky, Supervisor Vanessa Underwood, IT Manager Kris Cieplinski

### **Call to Order**

Chief Ventura called the meeting to order at 10:38 am. Chief Fagiano was on vacation in Arizona so Chief Ventura chaired the meeting in his place.

### **Approval of Minutes from December 15, 2014 meeting**

Motion to approve by Deputy Chief Hock. Second by Chief Weiss. Motion passed.

### **Executive Director's Report**

Executive Director Ferraro gave a brief summary of his January/February report submitted to the Operations Committee in the packet.

Mr. Ferraro introduced new IT Support Manager from Prescient, Kris Cieplinski. Ferraro stated that we were very happy with Matt Opyd's work but that Kris has a much deeper understanding of CAD, so we felt he would be a good fit for us. Matt will be our back up.

Mr. Ferraro reported that our 1 final T/C that was in training has now been released to full duty, bringing WSCDC officially to full staff. Ferraro advised that the timing of her being released is perfect as we have 3 FMLA leaves pending.

Mr. Ferraro advised that we had 40 applications submitted for the Administrative Assistant position. We interviewed 16 applicants and put 6 of them through a Microsoft Office test. We have narrowed our search down to 2 that are going for their Personality/Psychological test next week. Ferraro

advised that both candidates have great work experience and a long history with their current employers.

**Radio Update**

Nothing to report at this time. Everything is running as it should.

**New CAD Project - Update**

Mr. Ferraro touched on the CAD Implementation schedule and advised that further discussion would be had during the CAD meeting, including decision points that can be made now, and others that will need to be made at the Admin Training. Ferraro advised that he asked SunGard about splitting the PD and FD portions of the training to separate days but that he hasn't heard back yet.

Mr. Ferraro advised that during our visit to Skokie we learned that CAD will run better on 16 bit ram as opposed to the 8 that we had planned for. SunGard was advised we want to increase it to 16. Ferraro also advised that Skokie thought AVL should have been included in the base package. Ferraro has SunGard looking into it. Ferraro further advised that he is not thrilled with our project manager and will be requesting a change if things don't improve.

**Executive Secretary Search**

Already addressed in previous agenda item.

**Statistical Analysis**

Discussion was had regarding the differences between what CAD tickets are punched for different things at each department.

Chief Kaminski discussed Park Ridge's personal experience with this at their previous consolidated center and the discrepancy between the towns and what they created tickets for. Kaminski stated that they are looking to standardize the process so it is equal across the board.

Discussion was had regarding the best way to go about standardizing things. Ferraro stated one option would be to have everyone following the same criteria for creating tickets. Another option would be to just count actual calls for service and exclude foot patrols, premise checks, and the like when calculating the percentages.

It was decided that when running the statistics reports next month we would exclude foot patrols and premise checks and see how the numbers stack up. Ferraro would bring both reports for comparison to the next meeting.

**Additional Items**

Chief Kaminski asked if there was an update on any growth possibilities. Mr. Ferraro advised that there were a couple of proposals out there, but we wouldn't look to take on anyone new until 2016, because of the CAD project.

***Memorandum -Continued***

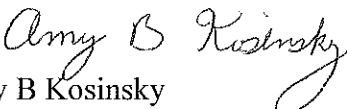
**Amy Kosinsky**  
Deputy Director

Mr. Ferraro provided the group an update on the 9-1-1 Advisory Board and cell phone companies looking to drop the 9-1-1 surcharges from pay as you go cell phones and the potential impact that could have on each communities ETSB.

**Adjournment**

At 11:12 am Chief Weiss made a motion to adjourn. Chief Kaminski seconded that motion. Motion passed.

Submitted by:

  
Amy B Kosinsky