



West Suburban Consolidated Dispatch Center

400 Park Avenue
River Forest, IL 60305

Executive Director
Jferraro@wsdc.org
708.771.9112 Office
708.771.9119 Facsimile

MINUTES
Operations Committee Meeting
River Forest Village Hall – Community Room
September 26, 2013
10:30 a.m.

Present: Chief Greg Weiss, Chairman, River Forest Police Department
Chief Jim Eggert, River Forest Fire Department
Chief Rick Tanksley, Oak Park Police Department
Chief Frank Fagiano, Elmwood Park Police Department
Chief Tom Ebsen, Oak Park Fire Department

WSCDC: John Ferraro, Executive Director
Amy Kosinsky, Acting Deputy Director
Samantha Bardgett, Executive Secretary

Also

Present: Deputy Chief Ken Klemm, Oak Park Fire Department
Deputy Chief Anthony Ambrose, Oak Park Police Department
Deputy Chief Robert Nortier, River Forest Fire Department

Absent: Chief Mike Ventura, Elmwood Park Fire Department

Call to Order

Chief Weiss called this meeting to order at 10:35 a.m.

Approval of June 25, 2013 Minutes

There was a motion made by Chief Eggert to approve the minutes from the June 25, 2013, Operations Committee meeting, this was seconded by Chief Ebsen. The motion passed.

Executive Director's Report

Mr. Ferraro went over the details of what has happened since the Planning Meeting. Mr. Ferraro said that he held three separate all staff meetings (one for each shift).

Mr. Ferraro said that the 2014 Budget was completed by himself, Amy Kosinsky and Samantha Bardgett.

Mr. Ferraro said that the Network switch has been replaced and the new server is being worked on, and he is coordinating the install date with Sungard.

Chief Eggert asked about the progress on the two trainees and Mr. Ferraro said that one only has a few more weeks and the other is still undecided at this time. Mr. Ferraro also said that he is working on updating the training process.

Chief Eggert asked about a new hiring process and Mr. Ferraro said that he is still planning it at this time since we are not fully staffed.

FY 2014 Budget

Mr. Ferraro went over the highlights of the 2014 Budget and said that we are 1.3% higher than 2013.

Mr. Ferraro said that the increases are mostly due to personnel and that we are currently in union negotiations and that we are currently looking at moving to 12 hour shifts come January.

Mr. Ferraro said that there is an overall 8% increase to health insurance and that this includes premium increases and cancellation fees for the Village of Oak Park.

Mr. Ferraro said that he received assistance from Eric Palm from the Village of River Forest on the salary layout and that this way is more precise per person.

Mr. Ferraro said that as of yet there are no increases known to the phone bills coming for 2014 so he estimated what the increase might be. Mr. Ferraro said that over the years the increase has varied from 3-25%.

Mr. Ferraro said that he has included the UPS replacement into the 2014 Budget.

Mr. Ferraro went over the 2014 Allocation Page and explained how he got to those numbers.

Chief Weiss asked about a Capital Replacement Plan and Mr. Ferraro said that there is money left and the Board of Directors is being asked to make a decision on what to do with these funds.

Chief Eggert asked what was left from 2012 and Mr. Ferraro said roughly \$130,000, but that he and the accountant were working with the auditor to determine due to/due from for the member agencies.

There was a discussion about money that has been left over and the money that is owed to the member villages.

There was a discussion about health insurance and Mr. Ferraro explained that the cancellation policy from Oak Park is three (3) months of premiums.

There was a motion to recommend the 2014 Budget be passed to the Board of Directors for consideration made by Chief Ebsen, this motion was seconded by Chief Fagiano. The motion passed.

Radio Budget

Mr. Ferraro said that Chicago Communications did preventative maintenance, and they will be getting us a report with all of their results and recommendations.

Mr. Ferraro said that the Chicago Communications Contract is up for renewal and he is in talks with them to re-sign. Mr. Ferraro said that there is a \$7,000 charge in the budget for a system analysis.

Mr. Ferraro said that the dead spot around Dominican University is believed to be fixed. Some equipment on campus was causing interference.

Mr. Ferraro said that he is working with Deputy Chief O'Shea on the River Forest Police Radio issues and he has requested the other departments do the same.

Mr. Ferraro said that there is a phone upgrade going on right now and there will be another one in a month and then the phones are completely up to date.

CAD Up-Date/Sub-Committee

Mr. Ferraro said that he sent out a memo requesting to know what options we have but are currently not using, he has not gotten a response as of yet.

Mr. Ferraro said that he would like to set up a Sub-Committee for CAD and he would like to know who would like to be on this Committee. There was a discussion on who should be a part of this.

Mr. Ferraro said he will send out an email with how many and then the departments can respond back with who to elect on the Sub-Committee. Chief Ebsen said that he would like to see the Chiefs/Deputy Chiefs involved and all agreed.

Union Negotiations

Mr. Ferraro said that he has made progress with the Contract so far, but said that we are currently stuck because of health insurance. The union would like to see dollar amounts and we cannot provide that at this time, because of the plan switch. Mr. Ferraro said that he will meet with the Union again after the Board of Directors passes the Resolution for the new insurance.

Deputy Chief Ambrose asked if the 12-hour shifts will be going in the contract and Mr. Ferraro said that he is doing a side letter for one (1) year and then they will re-convene after that time frame and see if it is still a good idea to continue with that schedule.

There being no additional business, the meeting adjourned at 9:45 a.m. with a motion from Chief Fagiano and a second from Chief Tanksley.