

Illinois Valley Regional Dispatch Board

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

January 25, 2022

CALL TO ORDER

The meeting was held Tuesday, January 25, 2022 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Chairman Kellen called the meeting to order at 10:04 a.m.

ROLL CALL

Voting & Quorum Members Present:

Doug Bernabei, Leo Hochstatter (Boelk), Jason Curran, John Duncan, Jeff Grove, Joe Hogan, Jerry Janick, Jeff King, Jason Quinn, Dominic Rivara, Dennis Rutishauser, Chairman Greg Kellen. Absent: Brian Fisher, Doug Hayse, Ken Kolowski, Vice Chairman Ron Popurella

Non-Voting Members Present: City of Spring Valley

EXECUTIVE DIRECTOR

Doug Bernabei made a motion to authorize a resolution establishing pay and benefits for the position of executive director of the Illinois Valley Regional Dispatch. John Duncan seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Hayse, Kolowski and Popurella absent; motion carried.

Doug Bernabei introduced new IVRD Executive Director Brandon Miller-Guss, who will begin January 31, 2022. Doug Bernabei stated after conducting interviews based on PSAP Concepts and Solutions recommendations, the Labor Management Committee came to the unanimous decision to offer the position to Brandon Miller-Guss. Board members and Brandon Miller-Guss conducted introductions.

MINUTES

Chairman Kellen presented the minutes of the IVRD meeting of December 21, 2021. Dennis Rutishauser made a motion the minutes be received and placed on file. Jason Quinn seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

COMMUNICATIONS

Doug Bernabei reported a thank you email for the gift card from TC Charles.

Doug Bernabei made a motion to receive and place on file a certificate of insurance from the City of Peru naming IVRD as an additional insured pursuant to the IGA. Joe Hogan seconded the motion. All in favor; motion carried.

COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

The Fire/EMS Operations Committee was postponed and will be rescheduled once the new executive director begins.

LAW ENFORCEMENT OPERATIONS COMMITTEE

None

BUILDING & GROUNDS COMMITTEE

Doug Bernabei reported the building renovations are about complete, except for a few minor items. Four workstations have been installed. Jim Feyerherm reported monitors, etc. will be installed as soon as the room is finished. All antennas have been reorganized and transitioned to the tower. There is 1 bad antenna which will need to be repaired once the weather gets warmer. In response to a question from Jason Curran, Jim Feyerherm reported the antenna is used from dispatch center to dispatch center and will need to be replaced. Doug

Bernabei reported a target date of on or before April 1st for a ribbon cutting. The Building & Grounds Committee will need to make a decision when to take the dispatch floor over, as that is when the warranty begins.

John Duncan made a motion to approve payment of Certificate for Payment Pay Application No. 5 from the Vissering Construction Company in the amount of \$96,897.67.00 for work completed to January 31, 2022. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Hayse, Kolowski and Popurella absent; motion carried.

John Duncan made a motion to approve the progress payment request from Kmetz Architects, Inc. dated January 10, 2022, in the amount of \$4,085.11. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Hayse, Kolowski and Popurella absent; motion carried.

Doug Bernabei made a motion to receive and place on file the Kmetz change order log. Jason Quinn seconded the motion. All in favor; motion carried.

LABOR MANAGEMENT COMMITTEE

Chairman Kellen reported the Labor Management Committee toured the building a couple of weeks ago, and stated it is going to be an incredible dispatch center, adding board members should be proud. Doug Bernabei reported a building tour may take place before March's board meeting.

IVRD EXECUTIVE DIRECTOR REPORT

Doug Bernabei commended the existing staff and extra staff brought in to help IVRD. The goal is to have the TC schedule completed through April 1st for the new executive director. Two TC's who have been out are expected to return in mid-February. Several new TC's will be completing training soon as well. Doug Bernabei complemented the staff for covering shifts and stepping up to help.

Executive Director Brandon Miller-Guss provided the board with his work experience background, stating he has been dispatching since he was 18 years old. He began his career in Northern Illinois, and from there pursued an opportunity at a communication center in Iowa. Among his ventures in the emergency services field, he has served as an emergency telecommunicator certification instructor, worked as a quality supervisor, served as secretary/treasurer for the Whiteside County MABAS Board, was a vice president and three-time president of Iowa NENA, served on the Iowa Law Enforcement Academy Telcommunicator Training Board and is continuing to pursue his degree in emergency management. Chairman Kellen welcomed Brandon Miller-Guss to IVRD and noted the board is here to help in any way.

CHAIRMAN'S REPORT

None

REPORTS

FINANCIAL REPORTS

Chairman Kellen presented and reviewed the January financial report. Jeff King made a motion to receive and place the January financial report on file and to approve and pay bills in the usual manner. John Duncan seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Hayse, Kolowski and Popurella absent; motion carried.

ACTIVITY REPORTS

Chairman Kellen presented and reviewed the December Activity Reports. Jason Curran made a motion to receive and place the December Activity Reports on file. John Duncan seconded the motion. All In favor; motion carried.

OLD BUSINESS

None

NEW BUSINESS

None

RESOLUTIONS & ORDINANCES

None

PUBLIC FORUM (CITIZEN COMMENTS)

None

EXECUTIVE (CLOSED) SESSION

Doug Bernabei made a motion to go into closed session. Chairman Kellen read the exceptions for closed session for discussion of minutes of meetings lawfully closed under the act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Jeff King seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Grove, Hayse, Kolowski and Popurella absent; motion carried.

Closed session began at 10:37 a.m.; ended 10:41 a.m.

Doug Bernabei made a motion to reopen the regular meeting at 10:41 a.m. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Grove, Hayse, Kolowski and Popurella absent; motion carried.

CLOSED SESSION MINUTES

Joe Hogan made a motion to release the closed session meeting minutes of 3/28/17, 7/25/17, 11/28/17, 12/19/17, 3/27/18, 4/24/18, 9/25/18, 11/27/18 and 10/29/19. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Hogan, Janick, King, Quinn, Rivara, Rutishauser and Kellen voting aye; Fisher, Grove, Hayse, Kolowski and Popurella absent; motion carried.

SCHEDULE NEXT IVRD MEETING

The next IVRD meeting will take place at 10:00 a.m., Tuesday, February 22, 2022.

ADJOURNMENT

Dominic Rivara made a motion to adjourn the meeting. Jason Quinn seconded the motion. All in favor; motion carried. The meeting adjourned at 10:42 a.m.