

***Illinois Valley Regional Dispatch Board***

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

March 28, 2023

**CALL TO ORDER**

The meeting was held Tuesday, March 28, 2023 at the Peru Municipal Building, 1901 4<sup>th</sup> Street, Peru, Illinois. Chairman Kellen called the meeting to order at 10:00 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, Dominic Rivara, Dennis Rutishauser, Mike Smudzinski, Vire Chairman Popurella, Chairman Greg Kellen. Absent: Brian Fisher, Ken Kolowski, Mike Margis.

Non-Voting Members Present: None

**MINUTES**

Chairman Kellen presented the minutes of the IVRD meeting of February 28, 2023. Dominic Rivara made a motion the minutes be received and placed on file. Mike Smudzinski seconded the motion. All in favor; motion carried.

**PUBLIC FORUM (CITIZEN COMMENT)**

None

**COMMUNICATIONS**

None

**COMMITTEE REPORTS**

**FIRE/EMS OPERATIONS COMMITTEE**

The Fire/EMS Operations Committee held a meeting on March 15, 2023 discussing operations.

**LAW ENFORCEMENT OPERATIONS COMMITTEE**

The Law Enforcement Operations Committee will be scheduling a meeting soon.

**LABOR MANAGEMENT COMMITTEE**

John Duncan reported the next negotiation is scheduled for 10:00 a.m., Friday, April 28<sup>th</sup> at the LaSalle Library.

**EXECUTIVE DIRECTOR REPORT**

Executive Director Miller-Guss provided the following report:

- **Voicemail Server** – A notification will be made to the City of Peru that IVRD will move forward with the upgrades to the voicemail server.
- **AiPhones** – Any law enforcement agencies interested in integrating may contact Brandenburg. After 3-4 rings at the police departments, it will ring into IVRD.
- **Health Insurance** – Discussion of renewal on the health insurance plan. The general consensus is there are differences between the current plan and the previous plan, including more out of pocket expenses. The representative Ryan Cox has been very receptive.
- **Structured Call Taking** – Moving to the second week in April.
  - Employees are working on on-line certifications.
  - Interface is complete with Brownlee.
  - Daytime dispatchers will mirror ProQA at the end of the week.
  - Brownlee is working on silent dispatch.
  - An orientation of the system will be scheduled with all departments.
- **Navigator Conference** – Kim Blair and Executive Director Miller-Guss will attend with complimentary passes. Kim Blair is part of the quality assurance team.

## **CHAIRMAN'S REPORT**

Chairman Kellen discussed the transition to NIBRS.

Jeff Grove inquired if each city would take a turn purchasing food for National Public Safety Telecommunicators Week. The board members determined days for each city to participate.

Chairman Kellen reported he will share an email on the \$15 billion 911 funding bill introduced to modernize infrastructure.

## **REPORTS**

### **FINANCIAL REPORTS**

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

## **OLD BUSINESS**

None

## **NEW BUSINESS**

John Duncan made a motion to approve the FY2023 Audit engagement with Hopkins & Associates for \$4,300.00. Dominic Rivara seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, Janick, King, Rivara, Rutishauser, Smudzinski, Popurella and Kellen voting aye; Fisher, Kolowski, Margis absent; motion carried.

Doug Bernabei reported if everyone is in agreement with some suggested updates to the IGA, he will contact KTJ. Doug Bernabei reported he will contact Peru City Attorney Scott Schweickert regarding the lease agreement with the City of Peru. IVRD and the Peru Fire Department share the gas meter which is located in the garage between the buildings. The lease currently says that IVRD must have its own meter, however by agreement with the City of Peru, it needs to say the Peru Fire Department will pay 80%. Doug Bernabei suggested an update to the IGA to have the City of Peru invoice IVRD annually for its share of 20% of the bill. IVRD will begin using Abacus for the financial side and Executive Director Miller-Guss will take care of human resources. Abacus could be a non-voting treasurer.

Doug Bernabei reported if the current rotation of chairman and vice-chairman in the IGA is followed, certain representatives will never have an opportunity to take part in these two roles. Doug Bernabei suggested continuing the rotation cycle, but allowing the city determine which of their IVRD board members they would want to serve in the role. Joe Hogan said he believes the bylaws may say that a public official cannot serve as chair. Doug Bernabei said he would have KTJ review the information and provide recommendations. John Duncan suggested those serving in the chair and vice chair role have at least one year experience on the IVRD board. A motion will be added to the April agenda for election of the IVRD chairman and vice chairman with Ron Popurella serving as chairman and Jeff King serving as vice chairman for the two year term effective May 1, 2023.

Chairman Kellen read the Proclamation for National Public Safety Telecommunicators Week, April 9-15, 2023, and commended IVRD TC's for all of their dedication and work they do for the community.

## **RESOLUTIONS & ORDINANCES**

None

## **PUBLIC FORUM (CITIZEN COMMENTS)**

None

## **EXECUTIVE (CLOSED) SESSION**

None

**SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will take place at 10:00 a.m., Tuesday, April 25, 2023.

**ADJOURNMENT**

Dennis Rutishauser made a motion to adjourn the meeting. Jeff King seconded the motion. All in favor; motion carried. The meeting adjourned at 10:42 a.m.