

Illinois Valley Regional Dispatch Board

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

March 29, 2022

CALL TO ORDER

The meeting was held Tuesday, March 29, 2022 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Chairman Kellen called the meeting to order at 10:00 a.m.

ROLL CALL

Voting & Quorum Members Present:

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

Non-Voting Members Present: None

MINUTES

Chairman Kellen presented the minutes of the IVRD meeting of February 22, 2022. Doug Hayse made a motion the minutes be received and placed on file. Joe Hogan seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

PROCLAMATIONS

Chairman Kellen read a proclamation by the Illinois Valley Regional Board of Directors declaring April 10-16, 2022 to be National Public Safety Telecommunicators Week in honor of the men and women whose diligence and professionalism keep our cities and citizens safe. Telecommunicators Carlie Brockman, Jennifer Hunter, Randy Simpson and Lindsey Skaggs were in attendance and were recognized, along with all IVRD TC's, for their service and dedication. Doug Bernabei commended the TC's for rallying by taking on extra duties and shifts during periods of short staffing in recent months. He noted IVRD would not be in the position it is today if not for the TC's commitment, which is very much appreciated. Board members commended IVRD TC's for their continuing hard work and dedication.

COMMUNICATIONS

None

COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

Vice Chairman Popurella reported the fire chiefs will be meeting with Executive Director Miller-Guss on March 30th.

LAW ENFORCEMENT OPERATIONS COMMITTEE

Doug Bernabei said the Law Enforcement Operations Committee will schedule a spring meeting.

BUILDING & GROUNDS COMMITTEE

John Duncan made a motion to approve payment of Certificate for Payment Pay Application No. 7 from the Vissering Construction Company in the amount of \$23,363.49 for work completed to March 31, 2022. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hayse, Hogan, Janick, King, Quinn, Rivara, Popurella and Kellen voting aye; Hochstatter (Boelk), Kolowski and Rutishauser absent; motion carried.

Executive Director Miller-Guss provided the following construction update from Jim Feryherm from Communication Works who has been helping coordinate the project's technical details:

- The radio equipment is in new server room and operating
- The racks are all in place
- The Zetron patch panels and power supplies are in place in the server room
- The new Zetron workstations are in place at the dispatch positions
- The new CAD computers and monitors are in place at the dispatch positions
- The wall monitors for the cameras are in place along with the computer operating them is in place
- The patch panels for the administration telephones and data jacks are in place
- The wall plates in the offices for telephone and data are in place
- Executive Director is in his office
- Bathrooms are up and running

Work left to do before a relocation is completed:

- UPS commissioned
- Generator installed and tested
- Antenna cable Ice bridge installed
- Antenna cables trimmed out in server room
- Airphone set up to dispatch stations
- Vehicle monitor mounted on wall and connected
- Logging recorder moved to new server rack

Items that will need to be done at "move in day:"

- 911 phone switch moved to new server rack
- 911 phones moved to new dispatch stations
- Administration phone switch moved to new server room
- Administration phones moved to new dispatch stations
- Fiber termination relocated to corner rack in server room
- Zetron controller moved from back room to server room

Board members conducted general discussion regarding the generator status and a tentative plan in the event it does not arrive on the scheduled delivery date of May 11th. Doug Bernabei reported the board could consider petitioning the state to have a temporary waiver to operate without a generator if delivery is delayed. Board members conducted general discussion regarding backup operations and the Oglesby site. Chairman Kellen will follow up with Kmetz on the generator delivery status and report back. Board members will work up an operational plan in the event of a delay.

LABOR MANAGEMENT COMMITTEE

Doug Bernabei made a motion to receive and place on file a letter of resignation from full-time TC11 and reclassify to part-time status with a new TC number of TC21 effective 3/13/22. Doug Hayse seconded the motion. All in favor; motion carried.

Doug Bernabei made a motion to authorize the Executive Director, in consultation with the Labor Committee, to fill vacancies in budgeted full-time telecommunicator positions and to maintain a sufficient number of part-time telecommunicators. Doug Hayse seconded the motion. All in favor; motion carried.

EXECUTIVE DIRECTOR REPORT

Executive Director Brandon Miller-Guss reported a very busy first couple months. Staff voted on a new logo, with the original logo being maintained as well for certain items. A mission statement and values are being developed, with a consistent set of ideas being suggested. The foundation of the training program is in place and will be built upon. Four TC's are completing formal training to become Communications Training Officers (CTO's). A comprehensive task list will be incorporated into the training program. A policy review has shown pieces have changed, and changes will be addressed as they are encountered. Executive Director Miller-Guss inquired if chiefs would be willing to donate swag or treats, etc. in recognition of TC Week.

CHAIRMAN'S REPORT

None

REPORTS

FINANCIAL REPORTS

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

OLD BUSINESS

None

NEW BUSINESS

Chairman Kellen reported Peru is requesting IVRD obtain an independent agency for financial and human resource services. An ad hoc committee will be established by Chairman Kellen. Peru Finance Director Justin Miller offered to provide any assistance needed to help with the transition.

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 26, 2022.

ADJOURNMENT

Jeff King made a motion to adjourn the meeting. Dominic Rivara seconded the motion. All in favor; motion carried. The meeting adjourned at 10:41 a.m.