

**Illinois Valley Regional Dispatch Board**

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

April 26, 2022

**CALL TO ORDER**

The meeting was held Tuesday, April 26, 2022 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, Jeff King, Jason Quinn, Dominic Rivara, Vice Chairman Ron Popurella, Chairman Greg Kellen. Absent: Brian Fisher, Doug Hayse, Jerry Janick, Ken Kolowski, Dennis Rutishauser.

Non-Voting Members Present: City of Spring Valley

**MINUTES**

Chairman Kellen presented the minutes of the IVRD meeting of March 29, 2022. Dominic Rivara made a motion the minutes be received and placed on file. Jason Curran seconded the motion. All in favor; motion carried.

**PUBLIC FORUM (CITIZEN COMMENT)**

None

**COMMUNICATIONS**

None

**COMMITTEE REPORTS**

**FIRE/EMS OPERATIONS COMMITTEE**

Vice Chairman Popurella reported the fire chiefs and Executive Director Miller-Guss met to discuss operational matters.

**LAW ENFORCEMENT OPERATIONS COMMITTEE**

Doug Bernabei reported the Law Enforcement Operations Committee plans on an upcoming meeting with Executive Director Miller-Guss.

**BUILDING & GROUNDS COMMITTEE**

Doug Bernabei reported construction is moving along, but it is almost at a standstill waiting on the generator. The generator delivery is still anticipated for May 12<sup>th</sup>.

**LABOR MANAGEMENT COMMITTEE**

Doug Bernabei made a motion to receive and place on file the resignation of TC16 (MA). Joe Hogan seconded the motion. All in favor; motion carried.

**EXECUTIVE DIRECTOR REPORT**

Doug Bernabei provided the following report on behalf of Executive Director Miller-Guss who is attending the Navigator Conference:

- **A 9-1-1 surcharge sweep** of \$5,000,000 to be transferred to 9-8-8 made it into a gambling bill and was passed and was signed by the governor. Last week, Executive Director Miller-Guss sent a letter on behalf of IVRD to Senator Rezin, Representative Yednock and Governor Pritzker requesting that the comptroller hold the money until new verbiage can be introduced in the fall to change this. This would likely be an estimated \$7,000 loss to IVRD. In addition, a sweep of 9-1-1 makes Illinois ineligible for federal grants pertaining to 9-1-1 for a time frame and requires that any federal funding awarded and not used be returned. This is concerning because who knows where it will stop. Executive Director Miller-Guss will update the board as more information becomes available.

- **Employment:** Job postings for full and part time telecommunicators are posted and close May 17, 2022. We launched Critical pre-employment testing. We currently have four strong applicants who will be interviewing next week. There is one candidate with public safety dispatch experience, another with military dispatch experience and two others who are Fire/EMS responders. Please continue to spread the word on the openings and share our job posting on social media.
- **Building Renovation:**
  - **Generator:** There is no update on the generator, still anticipating a mid-May delivery. If there is another delay, we are prepared to ask the state for permission to move without. We are already working on a contingency plan should we lose power and exceed the capability of the UPS.
  - **Network:** Connecting Point has been testing all applications on the IVRD network. Currently there are several things still on the Peru City network. Most of the testing was positive except there was an issue found with the Avaya phone system. Connecting Point is working with the City of Peru IT and Ficek to get this rectified prior to the move to the new center.
  - **Other:**
    - Marco has installed the new printers on the dispatch floor and the ED office.
    - Most of the other work will be completed on moving day.
- **Telecommunicator Week:** Thank you to everyone who participated with food and gifts. The telecommunicators had a great time. Morale is really high right now, they feel appreciated.
- **International Academy of Emergency Dispatch Protocols:**
  - Last week I visited the Bloomington IL Police Dept. to gather information and see how the system works for them. Their center uses all the disciplines and is an Accredited Center of Excellence, which is a goal for IVRD.
  - I will be attending the Navigator Conference in Nashville TN this week to explore the Emergency Medical Fire and Police call intake protocols.
  - There will be a presentation next month on benefits of this system with an overview of how they work.
- **Other:**
  - Carlie Brockman (TC16) has been released from training and has been assigned to a cover/float shift for now and is primarily working afternoon/night shift.
  - RED Center will be conducting MABAS training for our employees sometime this summer. The classes will be held at the Peru PD and we will be inviting Ottawa Central Dispatch and other neighboring centers.
  - CTO Certification: Hunter, Dean, Simpson and Charles are taking the online Communications Training Officer Certification. Once complete the group will be meeting to revamp the training program.
  - Mission, Vision and Values have been completed. We will unveil this at the open house for the new center.

## CHAIRMAN'S REPORT

Chairman Kellen commended Executive Director Miller-Guss on his work at IVRD, noting he has made training a priority and reviewed some of the training that has been implemented.

## REPORTS

### FINANCIAL REPORTS

Chairman Kellen presented and reviewed the April financial report. Joe Hogan made a motion to receive and place the April 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, King, Quinn, Rivara, Popurella and Kellen voting aye; Fisher, Hayse, Janick, Kolowski and Rutishauser absent; motion carried.

Doug Bernabei noted IVRD completed the final draw on the loan. There is approximately \$225,000.00 plus or minus in final construction related invoicing yet to be paid. After the final invoices are paid, IVRD will have approximately \$400,000.00 in cash available.

## **OLD BUSINESS**

Board members conducted general discussion regarding the installation of an Aiphone access control and video/intercom system, which is expected to be installed at IVRD in the next 30 days.

Doug Bernabei provided an update on IVRD finance/human resource services. Peru Finance Director Justin Miller provided a punch list of items to review. The first step is to try to correct the ongoing issues with the retirement benefit set up with John Hancock, which is lacking in support services. Other retirement benefit companies will be researched and options will be presented to the board for review. Many of the human resources tasks will be shifted to the executive director. Once these changes take place, a determination can be made to farm out the finance/human resource activities to another city or an outside agency.

## **NEW BUSINESS**

John Duncan reported on the upcoming health insurance renewal due May 1<sup>st</sup>. The current IVRD Blue Cross/Blue Shield plan is \$54,000.00, with a renewal quote of \$79,000.00. Attempts were made to negotiate with Blue Cross/Blue Shield, however it is difficult because IVRD is a small group and public entity. John Duncan explained the various types of insurance markets and reported IVRD sought as many quotes as possible to try to find a less expensive option. Excel Health, which uses Aetna (now called First Health), provided a quote which was reviewed with employees to check if their doctors were in the network. Employees were in favor of moving to the new plan. Jeff Grove noted appreciation for John Duncan and everyone who worked on obtaining the health insurance quotes and information.

Jeff Grove made a motion to accept change of health insurance plans from Blue Cross/Blue Shield to Excel. Doug Bernabei seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, King, Quinn, Rivara, Popurella and Kellen voting aye; Fisher, Hayse, Janick, Kolowski and Rutishauser absent; motion carried.

## **RESOLUTIONS & ORDINANCES**

Chief Kellen reported on the Illinois Emergency Telecommunicator Response Taskforce (IL-TERT) on behalf of Executive Director Miller-Guss. IL-TERT is a multi-jurisdictional agreement for telecommunicators to serve other 911 centers with mutual aid if needed. There is no cost to belong. In situations where a state emergency has been declared, reimbursement will be handled in the same manner as for law enforcement or fire responders. Executive Director Miller-Guss will get the TC's up to speed on training and requirements.

Ron Popurella made a motion to authorize a resolution of the Illinois Valley Regional Dispatch authorizing the execution of the Illinois Telecommunicator Emergency Response Task Force Intergovernmental Agreement. Jason Quinn seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, King, Quinn, Rivara, Popurella and Kellen voting aye; Fisher, Hayse, Janick, Kolowski and Rutishauser absent; motion carried.

## **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, May 31, 2022.

## **ADJOURNMENT**

Jason Curran made a motion to adjourn the meeting. Dominic Rivara seconded the motion. All in favor; motion carried. The meeting adjourned at 10:47 a.m.