

## **Illinois Valley Regional Dispatch Board**

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

January 28, 2025

### **CALL TO ORDER**

The meeting was held Tuesday, January 28, 2025 at the Peru Municipal Building, 1901 4<sup>th</sup> Street, Peru, Illinois. Vice Chairman King called the meeting to order at 10:00 a.m.

### **ROLL CALL**

Voting & Quorum Members Present: Doug Bernabei, Jason Curran, John Duncan, Jeff Grove, Jerry Janick, Mike Margis, Gregory McDermott, Dennis Rutishauser, Mike Smudzinski, Vice Chairman Jeff King. Absent: Leo Hochstatter (Boelk), Brian Fisher, Joe Hogan, Tyler Kent, Ken Kolowski, Chairman Ron Popurella

Non-Voting Members Present: City of Spring Valley

### **MINUTES**

Vice Chairman King presented the minutes of the IVRD meeting of December 17, 2024. Jeff Grove 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**

Doug Bernabei made a motion to receive and place on file the certificate of insurance from the City of LaSalle. Gregory McDermott seconded the motion. All in favor; motion carried. Doug Bernabei reminded board members each city needs to submit annually a certificate of insurance naming IVRD as the certificate holder as well as a certificate of insurance naming the JETSB as the certificate holder.

### **STANDING COMMITTEE REPORTS**

#### **FIRE/EMS OPERATIONS COMMITTEE**

Jerry Janick reported the Fire/EMS committee met January 22<sup>nd</sup> where the priority dispatch system was approved. Channel radio was also discussed.

#### **LAW ENFORCEMENT OPERATIONS COMMITTEE**

Doug Bernabei reported Brandon discussed operation items, silent dispatch along with a draft of policies and procedures.

### **AD HOC COMMITTEE REPORTS**

#### **LABOR MANAGEMENT COMMITTEE**

Jeff Grove made a motion to approve entering into a Memorandum of Agreement (the "Agreement") by and between the Illinois Valley Regional Dispatch ("IVRD") and the Metropolitan Alliance of Police Chapter #609 (the "Union") regarding Catastrophic Sick Leave. Mike Smudzinski seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Janick, Margis, McDermott, Rutishauser, Smudzinski and King voting aye; Hochstatter (Boelk), Fisher, Hogan, Kent, Kolowski and Popurella absent; motion carried.

### **REPORTS**

#### **IVRD EXECUTIVE DIRECTOR REPORT**

Executive Director Miller provided the following report:

- **New Recorder:** This recorder was installed last Thursday. It will record ANI/ALI, Rapid SOS, text, video, and pictures. We are working to get these functions active with Central Square and Nelson Systems. We are still waiting for the state to release the grant funds.
- **CAD:** All contracts and requirements were completed. The servers are on-site at IVRD. The kick-off meeting occurred a few weeks ago. Connecting Point is working through the IT-related requirements. Sometime in March, the build portion will start. We are looking at building a temporary computer lab in the break room at IVRD. This would be done with existing IVRD equipment and possibly user equipment Connecting Point has.

- **Staffing:** Joy Willstead has resigned part-time. She took a position as an office manager at a construction company, working M-F, no holidays or weekends. We have hired Cora Holloway part-time. She completed all online certifications and is starting training with Carlie Brockman. A second offer was made to a part-time candidate who, due to personal reasons, is unable to start until a later date. I will be posting part-time to bolster our part-time roster.
- **CESSA:** CESSA Region 2 has officially approved our Illinois Valley Workgroup at the first subregional committee as the state's first. This group continues to meet bi-monthly. IVRD will begin the piolet (this is IVRD transferring calls to the state 9-8-8 call center that are low acuity) sometime at the end of February or early March. I have a meeting with the Crisis Hub tomorrow to discuss this further.
- **Record Disposal:** We are working with the IL State Archives local records unit to establish a record disposal schedule. This process takes approximately 120 days. Melissa and I will start working on this application. Once approved, there will be a site visit.

## CHAIRMAN'S REPORT

None

## REPORTS

### FINANCIAL REPORTS

Vice Chairman King presented and reviewed the December financial report. Jeff Grove made a motion to receive and place the December 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, Grove, Janick, Margis, McDermott, Rutishauser, Smudzinski and King voting aye; Hochstatter (Boelk), Fisher, Hogan, Kent, Kolowski and Popurella absent; motion carried.

## OLD BUSINESS

None

## NEW BUSINESS

None

## RESOLUTIONS & ORDINANCES

Doug Bernabei made a motion to approve an ordinance approving and authorizing the execution of an addendum to the intergovernmental agreement that established the "Illinois Valley Regional Dispatch" to approve the Dalzell Fire Protection District as an associate member and to provide dispatch services to the Dalzell Fire Protection District (Illinois Valley Regional Dispatch, LaSalle County, Illinois). Gregory McDermott seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Janick, Margis, McDermott, Rutishauser, Smudzinski and King voting aye; Hochstatter (Boelk), Fisher, Hogan, Kent, Kolowski and Popurella absent; motion carried.

Executive Director Miller reported the Dalzell Police Department has also requested IVRD dispatch services. The Village of Dalzell's attorney and IVRD's attorney work for the same firm, which poses a conflict of interest, and requires some paperwork to be finalized before the addendums and ordinances can be approved. Executive Director Miller inquired if a straw poll could be taken to begin dispatching the Dalzell Police Department beginning February 1<sup>st</sup>. Everyone on both sides is in agreement, the paperwork just needs to be finalized. Board members agreed to allow IVRD to begin dispatching the Dalzell Police Department on February 1<sup>st</sup>. The final documents will be added to the February IVRD agenda for approval.

## PUBLIC FORUM (CITIZEN COMMENTS)

IVRD Lead TC Jen Hunter reported a veteran TC was recently diagnosed with cancer. She has been very strong and brave throughout the ongoing treatments and has been at work almost every day. There will be a Pink Heals visit at 2:00 p.m., Thursday, February 13<sup>th</sup> at the Peru Fire Department, and there will be an upcoming benefit scheduled for April 5<sup>th</sup> at the Knights of Columbus for anyone wishing to attend.

## EXECUTIVE (CLOSED) SESSION

None

**SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will take place at 10:00 a.m., Tuesday, February 25, 2025.

**ADJOURNMENT**

Jeff Grove made a motion to adjourn the meeting. John Duncan seconded the motion. All in favor; motion carried. The meeting adjourned at 10:31 a.m.