

JOINT MEETING

Board of Directors and Operating Board

Meeting Minutes

January 8, 2018

9:00 AM

A. Call to Order:

The Joint Meeting of the West Central Consolidated Communications Board of Directors and Operating Board was called to order at 9:01 AM by Chairperson Jessica Frances.

Roll Call:

Riverside Village Manager Jessica Frances (Chairperson)
North Riverside Village Administrator Guy Belmonte
Brookfield Village Manager Keith Sbiral
Riverside Police Chief Tom Weitzel
Riverside Fire Chief Matt Buckley
North Riverside Police Chief Deb Garcia
North Riverside Police Deputy Chief Christian Ehrenberg
North Riverside Fire Chief Tom Gaertner
Brookfield Police Chief Jim Episcopo
McCook Police Chief Mario DePasquale

Staff:

Executive Director Jason Rodgers

Others:

Brookfield Fire Captain Bob Shamasko
Brookfield Fire Matt Dubik

A motion to move into closed session for the discussion of personnel matters was made by Administrator Belmonte at 9:02 hours, and a second by Manager Sbiral. The motion carried by unanimous voice vote.

B. Executive Closed Session

1. Personnel matters (5 ILCS 120/2 (c) 1)
2. Collective negotiating matters (5 ILCS 120/2 (c) 2)
3. Purchase or lease of real property (5 ILCS 120/2 (c) 5)
4. Security procedures (5 ILCS 120/2 (c) 8)
5. Pending, Probable, or Imminent Litigation (5 ILCS 120/2 (c) 11)

C. Actions from Closed Session

No actions from closed session were necessary. Administrator Belmonte left the meeting at 10:01 am. A motion to move into open session was made by Chairperson Frances, and a second by Manager Sbiral, the session was opened at 10:22 hours.

D. Personnel Manual Discussion

There was no further discussion regarding personnel manual.

E. Approval of Minutes

1. December 13, 2017 Joint BOD/OB Minutes

A motion to approve the minutes from the December 13, 2017 Joint Board of Directors, Operating Committee meeting, was made by Manager Sbiral, and a second by Chairperson Frances. The motion was approved by unanimous voice vote.

F. Chair Report

Chairperson Frances reported that the WC³ request for membership in IRMA was officially approved at the IRMA Board of Directors meeting.

G. Directors Report

No report necessary.

H. Project Updates

1. Fiber Project – Component Change Order – In Building Schedule

a. Spending approval Fiber site readiness

Director Rodgers reported the need to prepare several of the fiber optic sites with additional electrical work, the need to purchase several racks for some sites, and the need to include some APC UPS/monitoring systems for each fiber site, requesting approval for spending on these items.

A motion to approve spending for fiber optic site readiness, in the amount not to exceed \$9,000, was made by Chairperson Frances, and a second by Manager Sbiral. The motion was approved by unanimous voice vote.

2. Consoles, CPE, Spillman Project Implementation Training

Director Rodgers reported the planned installation/upgrade of the Moducom system at the WC³ site scheduled for the week of January 22nd, and reminded the group of the Spillman Implementation Team Training scheduled for tomorrow, January 9th.

3. GIS, Camera Project

Director Rodgers indicated additional discussion on these projects at this afternoon's Consolidation Team Meeting.

4. LEADS

Director Rodgers indicated we are still waiting to hear back from the State of Illinois regarding the LEADS cutover.

5. Internet/Phone Lines

Director Rodgers reported a site visit is scheduled for installation of the ATT IP Flex internet and phone lines.

I. Consolidation Cutover

Director Rodgers discussed the need to move the tentative cutover date to May 8th, 2018 due to the required data connection between Riverside and North Riverside and the implications to the Spillman CAD build.

- J. Resolution 18R-001 A Resolution Approving and Adopting a Non-Harassment Policy (Including Sexual Harassment) To Conform to Illinois Public Act 100-0554

A motion to approve Resolution 18R-001, approving and adopting a non-harassment policy (including sexual harassment) to conform to Illinois Public Act 100-0554, was made by Chairperson Frances, and a second by Manager Sbiral. The motion was approved by unanimous voice vote.

- K. State Administrator Order/Annual Reporting 9-1-1

Director Rodgers discussed the upcoming AR-911 reports required by the State Administrators office.

- L. JETSB/Operations Meetings 2018

Director Rodgers reported on the need to schedule Operations meetings, to coincide with the new JETSB meetings for the upcoming year. The meetings will be scheduled for the fourth Wednesday of each month, beginning in February (Operations only) at 11:00 AM at the North Riverside Police Department. Also, discussion on the need for the JETSB to appoint a citizen of the WC³ jurisdiction to serve on the board at the initial meeting of the JETSB (to be scheduled after cutover).

- M. Cook Co. Department of Homeland Security and Emergency EOC

Cook Co. DHS and EOC Coordinator John Kiser reported to the group the desire to have MOUs on file for potential back up to the radio system. Copies of the MOU were provided.

- N. Other Business

No Other Business

- O. Next Scheduled Board of Directors Meeting February 14, 2018

- P. Adjourn

A motion to adjourn was made by Chairperson Frances, and a second by Manager Sbiral. The motion was approved by unanimous voice vote, meeting adjourned at 11:13 AM.