

LTACC
Board of Directors Meeting Minutes
August 1, 2016

On August 1, 2016 the members of the Board of Directors for LTACC met at La Grange Park Village Hall.

In attendance were:

Executive Director:	Kimberly Knutsen (LTACC)
Executive Secretary:	Deanne Curelo (LGP)
Police Chief:	Renee Strasser (LG)
Village Managers:	Julia Cedillo, Chair (LGP) Patrick Higgins (WS) Robert Pilipiszyn (LG)

The meeting was called to order at 3:00 p.m.

Action:

Approval of Minutes

A motion was made by Manager Higgins and seconded by Manager Pilipiszyn to approve the meeting minutes from June 27, 2016. ***Motion passed unanimously.***

Items for Discussion:

Executive Director's Report

Remaining Equipment Purchases & Action Timeline – E.D. Knutsen provided a quote from Nelson Systems regarding upgrading Eventide, which both La Grange and La Grange Park have. She explained that this piece of equipment records anything that is tied into the dispatch center, such as the radio circuits. The quote provides for training, extra channels to accommodate the addition of Western Springs, hardware, software, licensing, and installation. A motion was made by Manager Higgins and seconded by Manager Pilipiszyn to approve the upgrades to the existing Eventide recording solution. ***Motion passed unanimously.***

The board next discussed the contract with TYCO Integrated Security for the purchase of alarm monitoring equipment and software. Currently La Grange Park monitors their alarm systems wirelessly, so the project would entail building an identical system at La Grange and relocating La Grange Park's equipment. Although La Grange and Western Springs currently do not monitor their alarms wirelessly, the chiefs are looking into how to transition their towns over to wireless. Since this is an existing vendor and their equipment is currently being utilized, no additional quotes were requested. A motion was made by Manager Higgins and seconded by Manager Pilipiszyn to approve a contract with TYCO Integrated Security for the purchase of alarm monitoring equipment and software. ***Motion passed unanimously.***

State Police – E.D. Knutsen mentioned that our application was currently posted online. She also stated that the Advisor Committee would be meeting August 29th to hear individual cases. After which, the 911 Administrator will give final approval, probably by October 1st.

CAD – E. D. Knutsen informed the board that the EMD interface had been installed. Also the CAD training pager was recently tested by administration. E.D. Knutsen mentioned that she was awaiting the State Police to approve our

interface connection to them. Lastly she stated that Pat Schramm from Western Springs had created VPN connections and training would occur at the end of August.

Construction Project – E.D. Knutsen stated that a preconstruction meeting was scheduled for August 10th, which would provide insight into the construction timeline.

Benefits Update – E.D. Knutsen informed the board, that one meeting had been held so far regarding benefits. Due to recent employee turnovers, the assistant managers calculations needed to be revised. E.D. Knutsen also mentioned that the IMRF application is being worked on and that she is waiting to hear from IRMA about coverage. She also stated that there hadn't been any recent discussions regarding the union.

Western Springs Unmanned Backup – According to E.D. Knutsen, although the Illinois legislation requires a backup circuit, they will not fund an unmanned center. When discussion began about operating an unmanned station at Western Springs, there was not an agreement with West Suburban Consolidation. E.D. Knutsen mentioned that maintenance of this station would cost around \$80,000 a year. She suggested that instead of spending money on the unmanned center, LTACC could invest in equipment that directly connects to the West Suburban Consolidation Center. The board saw this as a viable option and was interested in learning more about it.

IT Infrastructure

E.D. Knutsen informed the board that the VPNs were completed and that they were in the midst of buying computers. She also said that all of the dispatchers were setup on LTACC's domain. Discussion then turned to how each Village would need to address residential access to their buildings after hours. Video cameras or call buttons/phones may need to be installed, so that the dispatchers could assist residents.

Membership Follow Up

The board discussed the status of Riverside, North Riverside, & Brookfield's consolidation progress. Since none of the members had heard anything new, the board asked that Chair Cedillo reach out to the Village Manager of Riverside to inquire about their plans. It was also mentioned that contact had been made with Forest View regarding their request about membership and that a formal letter was to be sent out shortly.

Additions to Agenda

E.D. Knutsen stated that she was working on completing a training manual for the dispatchers.

Closing

The board chose September 12, 2016 at 1:00 p.m. as the next meeting date. The meeting will be held at the Village Hall of La Grange Park located at 447 N. Catherine Avenue.

With no additions to the agenda, the meeting adjourned at 3:59 p.m.

Respectfully submitted for approval by Executive Secretary Deanne Curelo

Approved September 12, 2016