

LTACC
Board of Directors Meeting Minutes
June 27, 2016

On June 27, 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)

Absent: Village Manager: Robert Pilipiszyn (LG)

The meeting was called to order at 1:00 p.m.

Action:

Approval of Minutes

A motion was made by Manager Higgins and seconded by Chair Cedillo to approve the meeting minutes from May 16th & June 6th. *Motion passed.*

Items for Discussion:

IRMA Coverage

E.D. Knutsen stated that IRMA's application had to be submitted by the end of the month. Currently she is awaiting a preliminary time estimate for the start date of LTACC's coverage.

Executive Director's Report

Construction – E.D. Knutsen informed the board that the construction quotes came under LTACC's proposed construction budget. The Operations Board approved moving forward with the lowest bidder, Construction Solutions. Manager Higgins made a motion to take the lowest bid for construction, to each villages' board for approval. Chair Cedillo seconded the motion. *Motion passed.* Next the board discussed the quote for upgrading the call handling equipment (VIPER). Chair Cedillo stated that it was unclear from the quote, when each village would be expected to pay the maintenance charge. In order to budget this cost in, she said they would need to know the effective date. E.D. Knutsen said that she would look into this and get back to the board. Manager Higgins made a motion to approve the VIPER quote and move ahead with the upgrades. Chair Cedillo seconded the motion. *Motion passed.*

With the approval of the motions, it was decided that the above items would be presented to each villages' board for their approval at their July meetings. E.D. Knutsen will prepare two memos to be included in each of the boards' packets and then attend their meetings to answer any questions that may arise.

State Police – E.D. Knutsen mentioned that the application to the State was submitted, however she received notice that LTACC was denied funding, however they would be eligible to reapply for the grant next year.

E.D. Knutsen then started discussing a bill that is currently awaiting the governor's signature, which if passed, will have an impact on LTACC. The proposed bill will require dispatchers to receive specific training on how to handle sexual assaults calls. If approved, dispatching centers will need to implement the State's training program by 2018.

CAD – Last week dispatchers met with a CAD instructor to go over the new software. According to E.D. Knutsen, training went well and they are ahead of the program. The next training session will be in August.

All the GIS data has been submitted, however the data still needs to be merged. E.D. Knutsen mentioned that the fiber optic tie ins have yet to be completed in Western Springs, as WOW is still awaiting a permit from IDOT to work on Ogden Avenue. Ryan is currently working on obtaining the necessary permits.

Formula clarification – E.D. Knutsen informed the group that the Operations Board modified the first year formula for new members. They decided that the formula should not be based on the number of officers but on their call volume. The Operations Board recommended this change based on formulas used by other consolidation centers.

LTACC Membership Follow Up

Chair Cedillo distributed a letter that she drafted in response to the Village of Forest View's inquiry and another letter inviting Brookfield, North Riverside, & Riverside to consider joining LTACC. E.D. Knutsen said that she had reviewed and updated each letter, which she would send to the managers for their review. Once approved, she would mail the letters.

A question was raised whether LTACC should solicit new members by sending out generic invites to surrounding villages. The board came to the conclusion that LTACC should first become operation and then try to obtain new membership.

Closing

The board chose August 1, 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 1:45 p.m.

Respectfully submitted for approval by Executive Secretary Deanne Curelo

Date Approved: August 1, 2016