

LTACC
Board of Directors Special Meeting Minutes
June 6, 2016

On June 6, 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) Robert Pilipiszyn (LG) Patrick Higgins (WS)

The meeting was called to order at 1:02 p.m.

Action:

Items for Discussion:

Executive Director's Report

LTACC Membership – Chair Cedillo informed the board that the reason for this special meeting was to discuss how LTACC wanted to proceed with new membership requests and the recent inquiry made by the Village of Forest View. E.D. Knutsen stated that at the previous finance director's meeting, the directors briefly discussed payment plans. One option mentioned, was to allow future members a three year window to pay off their initial buy in fee, plus interest. The executive board agreed that LTACC should provide this option to new members. The directors also discussed the possibility of offering tiered membership, in which communities could choose to either become full members or elect to only use our dispatching services. Chair Cedillo stated that tiered membership may be a practical option, as LTACC may be unaffordable to smaller communities, but their contributions would help offset costs. The board asked E.D. Knutsen how she felt about these options and she stated that she was hesitant to allow tiered membership, as it may attract communities that are not compatible with the three villages.

Next the board discussed the Village of Forest View's inquiry. E.D. Knutsen stated that Forest View is a smaller community, with a population of about 700 people and is mainly industrial. Their call volume is marginal compared to the other villages and would have minimal impact on LTACC. E.D. Knutsen mentioned that the current startup cost is around 1.8 million dollars, which split with Forest View or any new member, means that they would need to pay around \$450,000 to \$500,000 to start, plus their operational costs. E.D. Knutsen stated that at this time, she did not have sufficient information to calculate their operational costs. She also mentioned that she found two problems with LTACC's IGA formula, which would need to be addressed. The first issues is defining when the first year starts (is it when the IGA was signed or is it when LTACC becomes operational), as the IGA doesn't define it. The board decided that the first year will begin when LTACC is fully operational. E.D. Knutsen also mentioned that in order to calculate the operational cost, each village must allocate their police and fire calls into percentages. These percentages were not completed at the time of the IGA and are needed now in order to move forward. Chair Cedillo stated that although the executive board could assign the percentages, the operations board might be better suited to do this. The board agreed and asked E.D. Knutsen to have the operations board work on this.

Approved 06/27/16

The discussion then returned back to Forest View's inquiry. The board expressed concern on whether such a small community would be able to afford such a large expense. Chief Strasser mentioned that Forest View's police chief stated that they were also considering joining Southwest Dispatching Center. Although Southwest has a significantly lower cost, they are not offering the same types of services as LTACC, like records management and access to new equipment. The board decided that E.D. Knutsen should respond to Forest View, inform them of the initial buy in payment and allow them to decide if they want to move forward. The board also discussed the status of the consolidation of Brookfield, North Riverside, and Riverside. From what the board members have heard, the three villages are in the initial stages of consolidation and may be open to consolidating with LTACC if all three were invited. The board decided to have Chair Cedillo and E.D. Knutsen write a letter to each of the villages, inviting them to consider membership to LTACC.

Additions to Agenda

E.D. Knutsen stated that Western Springs's fiber optics is almost finished. WOW will be able to complete La Grange Park's fiber connection shortly. She also mentioned that training for CAD will take place within the month.

Closing

The board confirmed their meeting on June 27, 2016 at 1:00 p.m. 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 2:05 p.m.

Respectfully submitted for approval by Executive Secretary Deanne Curelo

Date Approved: _____