

**LTACC
Board of Directors Meeting Minutes
May 16, 2016**

On May 16, 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)

Absent: Village Manager: Patrick Higgins (WS)

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

Action:

Approval of Minutes

A motion was made by Manager Pilipiszyn and seconded by Chair Cedillo to approve the minutes as amended. The motion passed unanimously.

Items for Discussion:

IRMA Coverage

Chair Cedillo stated that IRMA has approved coverage for LTACC as a special district entity. E.D. Knutsen stated she will work with the Assistant Village Managers to complete the application, which is due in June.

Executive Director's Report

Equipment – E.D. Knutsen informed the board that she is awaiting a proposal for alarm monitoring, and will finalize the cost/contracts in June. She stated that the 911 Call handling equipment, Viper, should be finalized in June. Since issuance of the quote, pricing for upgrades to the hardware, software, & maintenance have all risen. She is looking at an alternative vendor to determine whether it might be more cost effective to buy new equipment or just upgrade the system.

E.D. Knutsen inquired about the meeting schedules for the Villages, as the equipment purchases are on a tight schedule and need to be finalized at the July Board meetings in order to avoid delays. Chair Cedillo stated she would email Manager Higgins about their meeting schedule.

State Police – E.D. Knutsen was informed that 21 grant applications were submitted to the State, equaling about 19 million dollars in requests. She has heard that preference will be given to underserved communities, however they are not necessarily being funded their full request. LTACC should know the status of their request by end of June. E.D. Knutsen stated that a new house bill 6577, is currently being discussed regarding appropriations for 911 payments. She stated that automated appropriations for the next budget are coming, January's funds should be released June 1st. This payment will indicate how much LTACC will be receiving going forward.

The State Police Application will be sent out next week and will take 20 days to be processed.

IGA – The intergovernmental agreement between LTACC and West Suburban Communications Dispatch Center has been completed. E.D. Knutsen stated that WSCDC's does not have another backup center, their previous backup center has been folded into WSCDC. Manager Pilipiszyn made a motion to approve the IGA for LTACC and WSCDC for providing mutual back of 911 dispatch and emergency communication services. Chair Cedillo seconded the motion. The motion passed unanimously.

CAD – E.D. Knutsen informed the board that Western Springs went live with the first CAD upgrade and no issues were reported. The GIS data has been submitted and is being processed. Tyler Technologies is building the initial GIS Maps. In June they will prioritize data, incident types, and locations. E.D. Knutsen stated that she will be going in front of the Operations Board to request the approval of 4 CAD computers. She will be purchasing them with the assistance of Western Springs IT Specialist Pat Schramm.

According to LTACC's schedule, the CAD system should go live October 24th. However the State of IL will need to approve the CAD interface, which may delay LTACC going live. E.D. Knutsen stated that if LTACC cannot go live in October or November, she would prefer waiting until January, so that there is enough technical support from vendors, if needed.

Construction – E.D. Knutsen stated in order to dismantle the filing system in the records room and relocate to the new location, Bradford filing will charge \$6,810 and provide a 5 year warranty. E.D. Knutsen and Chief Strasser asked that since this was an expense occurring due to the location of LTACC, could the three village's split the cost, instead of La Grange paying for it all. Chair Cedillo and Manager Pilipiszyn stated they were in support, however Chair Cedillo would reach out to Manager Higgins to see his thoughts. Chief Strasser asked the Board for assistance in moving the files down as they do not have an elevator to relocate them easily. Chair Cedillo said she would ask LGP's Public Works Director to send employees over when available to assist.

E.D. Knutsen showed the board samples of the décor colors and flooring choices.

Manager Pilipiszyn made a motion to approve the LTACC AIA Document A201-2007 for construction Contract pending attorney approval. Chair Cedillo seconded and the motion passed pending attorney approval.

IT Infrastructure – E.D. Knutsen informed the board that there are outstanding issues with WOW due to permitting with Western Springs. WOW is unable to work on LGP's patch paneling until Western Springs project is completed. Chair Cedillo stated she would contact Manager Higgins to inquire on the status of permitting.

Brookfield

Chair Cedillo stated that Brookfield is in the process of signing an IGA with Riverside and North Riverside.

Additions to Agenda

Based on a previous request, E.D. Knutsen created a summary of monies spent. The handout showed the expenses the three Villages have paid for the 2016 year.

Closing

The board chose June 27, 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 2:27 p.m.

Respectfully submitted for approval by Executive Secretary Deanne Curelo

Date Approved: _____