

LTACC
Board of Directors Meeting Minutes
March 15, 2016

On January 19, 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 1:00 p.m.

Action: Approval of Minutes

A motion was made by Manager Higgins and seconded by Manager Pilipiszyn to approve the minutes as presented. The Motion passed unanimously.

Items for Discussion:

CAD System/GIS Mapping

E.D. Knutsen reported that GIS is underway and the committee is working on implementation. The deadline for the first map of the three areas of LTACC is due March 29th. Currently La Grange Park does not use GIS and may look at joining a GIS consortium. Knutsen reported that GIS has a tight deadline and that GIS needs to be accurate to make sure the CAD system works appropriately. The target date for CAD to go live, is October 24th.

Action: Space Needs Study

E.D. Knutsen reported that the selected architect firm submitted their proposal, which were reviewed by the Operations committee. She asked that the Board approve the architect fees of 27K plus reimbursables. Part of the fees in the proposal included reestablishing the records room and the setup of the center. Knutsen informed the Board that she is looking at having members of each of the Villages Public Works Department help relocate and set up the center as a cost savings measure.

She furthered explained that once the center is set up, there will be 5 dispatch areas according to the plans. They have enough furniture for the 5 stations, however they only have computer equipment for 4 of the stations. Knutsen stated that they only need 3 stations in order to be operational for the three communities plus an additional community. The fourth station will act as a backup.

A motion was made by Manager Higgins and second by Manager Pilipiszyn to approve the proposals from the architect firm. The Motion passed unanimously.

Brookfield

Chair Cedillo informed the Board that Brookfield has not completed the compatibility study. Currently they are in the middle of a referendum and will be able to devote time after March 15th.

It was also decided that the Village Presidents/Mayors needed to meet again to discuss the progression of LTACC and that it would be beneficial to include Brookfield's president. Chair Cedillo stated she would reach out to Brookfield.

IRMA

Chair Cedillo informed the board that at the last IRMA meeting, some members of the executive board expressed concerned that LTACC did not meet one of the requirements; being established for 3 years. However they did discussed that this was a unique circumstance where members of the LTACC community have been established for more than 3 years. The membership committee will discuss this matter further and they will have an answer by the fall.

IT/AIS

E.D. Knutsen stated that they are awaiting a patch panel for La Grange Park. As far as the recorder, phone, and software updates, she is waiting till after May 1st to proceed. Knutsen also stated that the Operations Board approved administrative training for GIS which will be an online training session. This will take place in April and will come out of the LTACC Budget and will not be charged to the Villages.

Budget

Nothing new to report

Personnel Needs

The Assistant Village Managers met and decided that they would reach out to their healthcare brokers to see what plans they could obtain. They are going to meet later to compare. E.D. Knutsen is currently in the process of compiling a personnel manual based off of the three communities. Knutsen informed the group that the AVM's are postponing the IMRF audit till LTACC is closer to being operational. Probably will occur in early summer. She also stated the union contract is going to mirror existing contracts, just certain parts will be modified. They are still working on how to figure out seniority and how it will effect shifts and vacation picks.

Closing

The group chose April 18, 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 2:20 p.m.

Respectfully submitted for approval by Executive Secretary Deanne Curelo

Date Approved: April 18, 2016