



## **West Suburban Consolidated Dispatch Center**

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### **Board of Directors Meeting**

Park Ridge Village Hall-Council Chambers  
505 Butler Place, Park Ridge, IL 60068

**Date:** May 22, 2018 at 10:00 am

#### **In attendance:**

***Paul Volpe – Elmwood Park Village Administrator***

***Timothy Gillian – Forest Park Village Administrator***

***Acting Chief Ladon Reynolds for Cara Pavlicek – Oak Park Village Manager***

***Joe Gilmore – Park Ridge City Manager***

***Eric Palm – River Forest Village Administrator***

#### **WSCDC**

***Brian Staunton - Executive Director***

***Amy Kosinsky – Deputy Director***

***Chris Randall – Administrative Assistant***

#### **Also in attendance were...**

***None***

#### **Call to Order**

Village Administrator Gillian called the meeting to order at: 10:06 am.

#### **Approval of Minutes from the April 17, 2018 meeting**

A motion was made by Village Administrator Eric Palm, seconded by Village Manager Volpe  
Motion approved by voice vote.

#### **Executive Director's Report**

Executive Director Staunton reported....

#### **Staffing**

Kristen VanderKooi completed her training and is now working as a counted telecommunicator.

Zakeera Ward was hired and began her career with WSCDC on May 14<sup>th</sup>. She has been assigned to our midnight shift and is working with CTO Langele

## **GIS Crime Mapping Data Project**

WSCDC completed work on SQL server view with Superior, to allow the GIS consortium back end access to the CAD servers to pull data in real time.

## **Superion Support Tickets**

Over the past several weeks, Director Staunton has been working with Superior management to put increased emphasis on expediting the speed in which WSCDC support tickets are handled. We currently have 24 open tickets. The average age of an open ticket is currently 136 days. Most of the older tickets have been promoted for development for enhancement request. The list of open tickets were included in the packet.

June invoices have been issued and the second quarterly settlement was done as suggested by the auditors. ETSB revenue was increases so invoices were lower.

## **Motion to accept the Director's Report**

A motion was made by Village Administrator Eric Palm, seconded by Village Manager Volpe  
Motion approved by voice vote.

As a result of the survey sent to the agencies records personnel by the Director, we will be offering System Administration training followed by a 2-day refresher course through Superior. The cost and dates are being reviewed and the Director will keep the OPS committee informed.

## **Statistics**

Deputy Director Kosinsky's, statistics were reviewed.

## **Approval of Bill Disbursements – April 2018- May 2018**

A motion was made by Village Administrator Eric Palm, seconded by Village Manager Volpe  
Motion approved by voice vote.

The pool car owned by the Village of Oak Park and its necessity were discussed.

## **WSCDC FY2017 Audit Results**

Dan Berg gave the audit report for WSCDC FY2019.

## **Motion to accept the FY2017 Audit Report**

A motion was made by Village Administrator Eric Palm, seconded by Village Manager Volpe  
Motion approved by voice vote.

## **VHF Radio Update**

The site has been raised at Dominican University from 35 to 75 feet by putting a 40-foot tower on the building that houses the antenna. A bilateral antenna was installed yesterday on Cameo towers, to

give us better coverage along North Avenue. The final locations for the receiver site are Riveredge Hospital in Forest Park and Hatch School in Oak Park to go along with the fire. We are waiting for building permit approval. The equipment at 1111 Ontario has been turned on. We are investigating using the microwave link put in place during the Forest Park Consolidation and adding a receiver site at 517 Desplaines Avenue to bolster the signal.

**Preliminary Capital Plan Discussion**

The budget process and expectations were discussed.

**Closed Session**

A motion was made by Village Administrator Palm, seconded by Village Manager Volpe to enter closed session @ 10:40 am. Motion approved by voice vote.

*Respectfully Submitted,*

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Christine Randall, Administrative Assistant