



## **West Suburban Consolidated Dispatch Center**

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### **Board of Directors Meeting**

Village of River Forest, Community Room  
400 Park Avenue  
River Forest, IL 60305  
November 27, 2018

**Date:** November 27, 2018 at 10:00 am

#### **In attendance:**

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

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

***Cara Pavlicek – Oak Park Village Manager***

***Chief Frank Kaminski– Park Ridge Police for 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...**

**None**

#### **Call to Order**

Village Administrator Gillian called the meeting to order at: 10:04 am.

#### **Approval of Minutes from the September 25, 2018 meeting**

A motion was made by Village Manager Pavlicek, seconded by Village Manager Volpe Motion approved by voice vote.

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

Executive Director Staunton reported....

#### **Staffing**

Trainee Ryan Molenstra resigned his position with WSCDC on October 7<sup>th</sup>. Ryan was the last name in our current hiring pool. We held an open application process, and had over 35 applicants for the

open position. We have narrowed that search down to eight. We anticipate being able to fill the open position around January 1<sup>st</sup>.

### **Telecommunicator Collective Bargaining**

On November 7<sup>th</sup>, we met with the FOP and the WSCDC union board and received the union's initial proposal. Our next negotiation session is scheduled for Wednesday, December 5<sup>th</sup>, where we will provide the union our initial proposal.

### **Leads Audit**

WSCDC is currently undergoing a LEADS audit through the Illinois State Police. The audit covers an operational audit, as well as, audits of articles, guns, gang entries, wanted person entries, and criminal history inquiries audits.

Fieldwork for the 2018 annual financial audit has been scheduled with Sikich for February 13<sup>th</sup> & 14<sup>th</sup>.

Director Staunton has reached out to US Digital Designs to discuss the installation of the US Digital Fire Alerting system in the first quarter for Oak Park and River Forest. River Forest needs to have theirs completed by the month of April.

Director Staunton and Deputy Director Kosinsky attended the IPSTA Conference earlier this month. There they learned that there will be over \$20 million in grants offered in Illinois State Police grants NG911 & consolidations. WSCDC's phone system needs to be refreshed so the grants will be aggressively pursued as we have in the past.

As we continue our efforts to improve customer service as it relates to the community, police and fire personnel, all the TC's attended a 4-hour Interpersonal Communication course in early October. Additional training will be ongoing.

Due to the retirement of River Forest's Finance Director, another signer needs to be added to WSCDC's bank account for the approval of checks. A treasurer will be appointed at the next Board of Director's meeting.

### **Approval of Bill Disbursements – September 2018- November 2018**

A motion was made by Village Manager Volpe, seconded by Chief Kaminski Motion approved by voice vote.

### **Statistics**

Deputy Director Kosinsky's, current statistics were reviewed.

### **Chicago Communications/VHF 800 Radio Improvements Update**

The antenna at 150 Forest was changed out and we have seen great improvement in radio coverage because of it. We continue to receive positive feedback. After getting the approval for work from

Dominican University we raised the antenna an additional 40 ft. However, leadership has changed, and we are being told that the antenna is not aesthetically pleasing to them. They are asking that it be lowered and relocated. We will continue to work with them to find an alternative plan. We are holding off on the Riveredge receiver site since significant improvement has been noticed because of other changes that have been made.

Another alternative site, CubeSmart on 1<sup>st</sup> avenue has proven to be more difficult than originally thought. They are seeking compensation for our use of their location. Talks are ongoing.

The apartment building on the corner of North Avenue and Thatcher is also an option that may be investigated in the future.

### **CAD Update**

With the sale of Superior to Central Square it has been confirmed that Central Square will not be putting any more money into research and development of the OSSI product/platform. Their focus will be on the Tritech product. However, they are moving forward with upgrading the MTC as promised and will continue to maintain it. To date we have 15 outstanding open service tickets 7 of which have been promoted to development.

Requirements for the preparation of NG911 were discussed. This included the discrepancies in the GIS address database and a timeline being given soon to rectify those discrepancies.

### **IMRF Military Service Time Policy**

Director Staunton was approached by a veteran employee that would like to sell her military service time for service time through IMRF in order to retire. Both WSCDC and the employee would incur a cost if agreed to. The board has advised Director Staunton to have the employee add this to the bargaining agreement talks currently taking place.

### **Closed Session**

A motion was made by Village Administrator Palm, seconded by Chief Kaminski to enter closed session @ 10:50 am. Motion approved by voice vote.

*Respectfully Submitted,*

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Christine Randall, Administrative Assistant