



West Suburban Consolidated Dispatch Center

400 Park Avenue
River Forest, IL 60305

Administrative Assistant
Crandall@wscdc.org
708.771.1911 Office
708.771.9119 Facsimile

Board of Directors Meeting

Elmwood Park Police Department, Lower Level Community Room
7420 W. Fullerton Avenue
Elmwood Park, IL 60707

Date: September 25, 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

Deputy Chief Duane Mellema – Park Ridge Police for Joe Gilmore - Park Ridge City Manager

WSCDC

Brian Staunton - Executive Director

Amy Kosinsky – Deputy Director

Vanessa Underwood - Supervisor

Chris Randall – Administrative Assistant

Also in attendance...

Oak Park Fire Chief Tom Ebsen

Call to Order

Village Administrator Gillian called the meeting to order at: 10:00 am.

Approval of Minutes from the August 29, 2018 meeting

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

Executive Director's Report

Executive Director Staunton reported....

Staffing

Ryan Molenstra started with WSCDC on August 13th. He continues to progress through our training Process. He is expected to complete his training in February 2019.

Telecommunicator Collective Bargaining

In early September, WSCDC management received the intent to bargain letter from the FOP on behalf of the telecommunicators. Scheduling of dates to meet are being decided.

Outage

The center experienced a major outage on the Saturday of Labor Day weekend, in which it was without 8 of the 12, 911 trunks. The outage lasted about 3 hours. Calls were transferred to Lyons township area communication center. Two TC's went to the Lyons township location. There was no interruption in service. Staff did a great job getting us to the backup system. Bad AT&T bridge cards were the cause of the outage.

Approval of Bill Disbursements – July 2018- September 2018

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

Statistics

Deputy Director Kosinsky's, statistics were reviewed.

Superion, now Central Square Technologies- Support Tickets

We have seen the number of support tickets reduced to 12 open tickets. The average age of an open support ticket is currently 94.7 days. This is a significant decrease over previous months. Open support tickets were included in the packet.

VHF 800 Radio Update

A motion was made by Village Manager Pavlicek, seconded by Village Manager Volpe to approve the "Memorandum of Understanding" agreement with Riveredge Hospital for the housing of our equipment. The document also states that we are responsible for our equipment and maintenance of it and was reviewed by our attorney.

After approval it will take 8-10 weeks to install the phone lines.

WSCDC submitted a scope of work for a receiver site at a storage facility located at the intersection 1st Avenue and Lake Street in Maywood. As of today, we have not received a response.

We are looking into putting a receiver site on a water tower in Melrose Park located on 1st & North Avenue. If this option is utilized, we will need to purchase an outdoor weather proof cabinet to house it.

Amended FY2019 Budget

The amended FY2019 Budget was reviewed and discussed.

A motion was made by Village Manager Pavlicek, seconded by Village Manager Volpe to approve the amended FY2019 Budget.

Motion approved by voice vote.

IPRF Pooling Agreement

Amendments were reviewed.

A motion was made by Village Manager Volpe, seconded by Village Manager Pavlicek to approve The IPRF Pooling Agreement.

Motion approved by voice vote.

Prescient Addendum (36 month contract extension)

A motion was made by Village Manger Pavlicek, seconded by Village Manager Volpe to approve the Prescient Addendum.

Motion approved by voice vote.

Gallagher Compensation Disclosure Statement

A motion was made by, Village Manager Volpe, seconded by Village Manager Pavlicek to accept Gallagher's Compensation Disclosure Statement.

Motion approved by voice vote.

TSP Coding

There is a \$10,000 cost associated with the Homeland Approved TSP line coding for 71 lines that will ensure WSCDC receives priority services/repair when outages occur no matter what day or time of day.

Closed Session

A motion was made by Village Manager Pavlicek, seconded by Village Manger Volpe to enter closed session @ 10:26 am. Motion approved by voice vote.

Respectfully Submitted,

Christine Randall, Administrative Assistant