

Illinois Valley Regional Dispatch Board
LaSalle, Peru, Oglesby & Mendota ETSBs
Meeting Minutes
October 25, 2022

CALL TO ORDER

The meeting was held Tuesday, October 25, 2022 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Vice Chairman Popurella called the meeting to order at 10:00 a.m.

ROLL CALL

Voting & Quorum Members Present: Doug Bernabei, Jason Curran, John Duncan, Brian Fisher, Jeff Grove, Doug Hayse, Joe Hogan, Jerry Janick, Jeff King, Dominic Rivara, Dennis Rutishauser, Mike Smudzinski, Vice Chairman Popurella.
Absent: Leo Hochstatter (Boelk), Ken Kolowski, Chairman Greg Kellen.

Non-Voting Members Present: City of Spring Valley

MINUTES

Vice Chairman Popurella presented the minutes of the IVRD meeting of September 27, 2022. Jason Curran made a motion the minutes be received and placed on file. Dominic Rivara seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

COMMUNICATIONS

Vice Chairman Popurella requested and board members agreed to go out of agenda order to discuss the IVRD FY22 Audit.

AUDIT

Justin Miller presented the FY22 IVRD Audit, noting it was another clean audit. A slight uninsured balance is the only note, but everything is looking strong.

Joe Hogan made a motion to receive and place on file the FY22 IVRD Audit. Doug Hayse seconded the motion. All in favor; motion carried.

Doug Bernabei commended Justin Miller's work over the years, noting IVRD would not be where it is today without Justin. Board members expressed appreciation for Justin Miller and wished him well in his new endeavors.

Tracy Mitchell, Peru's new finance officer, will be appointed to oversee IVRD's financials at the next meeting.

COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

Vice Chairman Popurella reported the Fire/EMS Operations Committee had a meeting with Executive Director Miller-Guss on operational matters.

LAW ENFORCEMENT OPERATIONS COMMITTEE

Doug Bernabei reported the Law Enforcement Operations Committee had a meeting with Executive Director Miller-Guss on operational matters.

BUILDING & GROUNDS COMMITTEE

Doug Bernabei reported a Building & Grounds update will be provided under the Executive Director's Report.

LABOR MANAGEMENT COMMITTEE

None

EXECUTIVE DIRECTOR REPORT

Doug Bernabei provided Executive Director Miller-Guss's report:

- **Structured Call Taking/ProQA** - Brownlee is finalizing the ProQA interface. He's been testing and working out a few bugs. Once the interface is completed, we will begin installation and start initial testing. We will simultaneously start training course for all 3 disciplines.
- **Training** - Willstead and Chipman are both released from training. Wellenreiter is still training (has been training part time). We are currently fully staffed.
- **New Building** - we are working through an issue with the gas connection to the generator which isn't meeting system specs. The generator is fully functional as we work through this. Almost all of the other final punch down items with Kmetz have been completed.
- **State IPSTA conference.** Executive Director Miller-Guss, Jena Martin and Katelyn Stewart are attending the conference this week. Jena was the recipient of the IL National Emergency Number Association Leadership Scholarship. This scholarship provided a conference pass, room, meals and travel expenses. She achieved this by submitting an essay on the future of 911 and why she wanted to attend and getting a letter of recommendation.
- **Thank You** – to police, fire and EMS administration for attending the law enforcement and fire EMS committee meetings last Wednesday. I felt they were extremely productive and want to continue those meetings at least quarterly.

CHAIRMAN'S REPORT

None

REPORTS

FINANCIAL REPORTS

Vice Chairman Popurella presented and reviewed the October financial report. Doug Bernabei noted the current JETSB balance is not included in the report and will be updated accordingly next month. Jeff Grove made a motion to receive and place the October financial report on file and to approve and pay bills in the usual manner. Doug Hayse seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hayse, Hogan, Janick, King, Rivara, Rutishauser, Smudzinski and Popurella voting aye; Hochstatter (Boelk), Kolowski and Kellen absent; motion carried.

OLD BUSINESS

None

NEW BUSINESS

John Duncan reported Justin Miller sent RFP's for IVRD financial services. Two firms were interviewed with the committee recommending Abacus Tax & Accounting Services to take over all financial services that the City of Peru currently handles. John Duncan noted this will help IVRD move forward with becoming more independent.

Jeff Grove made a motion to award operational and accounting services for IVRD to Abacus Tax & Accounting Services for up to a 4-year contract (one-time set up fee up to \$750.00, reoccurring monthly fee of \$1,125.00 guaranteed for initial 2 years, and years 3 and 4 may be renewed with a fee increase of no more than 10%, unless IVRD experiences greater than 20% change in operations). Doug Hayse seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hayse, Hogan, Janick, King, Rivara, Rutishauser, Smudzinski and Popurella voting aye; Hochstatter (Boelk), Kolowski and Kellen absent; motion carried.

RESOLUTIONS & ORDINANCES

None

PUBLIC FORUM (CITIZEN COMMENTS)

None

EXECUTIVE (CLOSED) SESSION

None

SCHEDULE NEXT IVRD MEETING

The next IVRD meeting will take place at 10:00 a.m., Tuesday, November 29, 2022.

ADJOURNMENT

Dominic Rivara made a motion to adjourn the meeting. Brian Fisher seconded the motion. All in favor; motion carried. The meeting adjourned at 10:15 a.m.