

Illinois Valley Regional Dispatch Board
LaSalle, Peru, Oglesby & Mendota ETSBs
Meeting Minutes
January 31, 2023

CALL TO ORDER

The meeting was held Tuesday, January 31, 2023 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Chairman Kellen called the meeting to order at 10:00 a.m.

ROLL CALL

Voting & Quorum Members Present: Doug Bernabei, Leo Hochstatter (Boelk), Jason Curran, John Duncan, Jeff Grove (10:03 a.m.), Joe Hogan, Jerry Janick, Jeff King, Mike Margis, Dominic Rivara, Dennis Rutishauser, Mike Smudzinski (10:03 a.m.), Chairman Greg Kellen. Absent: Brian Fisher, Ken Kolowski, Vice Chairman Popurella.

Non-Voting Members Present: None

MINUTES

Chairman Kellen presented the minutes of the IVRD meeting of December 20, 2022. Joe Hogan made a motion the minutes be received and placed on file. John Duncan seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

COMMUNICATIONS

Jeff Grove thanked everyone for their help with the Carus fire incident. He stated they feel very blessed no one was injured or killed. He said it is good to know there is backup, and extended appreciation for everyone. Replacement of lost gear is being worked on. Board members conducted general discussion of the fire.

Jason Curran made a motion to receive and place on file certificates of insurance from the City of Peru, City of LaSalle, City of Oglesby, City of Mendota, City of Spring Valley, and Utica Community Fire Protection District naming IVRD as a named additional protected party or entity. Dominic Rivara seconded the motion. All in favor; motion carried.

Chairman Kellen reported receiving communication of the appointment of Oglesby Interim Police Chief Mike Margis to the IVRD Board.

COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

None

LAW ENFORCEMENT OPERATIONS COMMITTEE

None

BUILDING & GROUNDS COMMITTEE

Executive Director Brandon Miller-Guss provided the following update on the generator which is now working and is self-testing every Tuesday.

- i. The natural gas pressure directly after the utility meter and regulator was 1.8-2.0 psi under load. Ameren made a regulator adjustment so the delivery pressure after the regulator and meter was consistently 2.0 psi under load.
- ii. The engineer verified the Ameren meter is delivering the appropriate natural gas quantity at load.
- iii. The generator technician noted an irregular reading on the O2 sensor, which measures exhaust gas and tells the computer to make adjustments in the air/fuel mixture. A new O2 sensor was installed, but the irregularity remained. After further investigation the tech found a couple loose grounds within the generator equipment and a questionable pin installation on a connector. The grounds were tightened, the pin was adjusted, and the generator started operating as expected.

- iv. Gas pressure at the generator under full load was a consistent 9.75"-10" water column. The acceptable range at the generator is 7"-11" water column.

LABOR MANAGEMENT COMMITTEE

John Duncan reported receipt of demand to bargain. Jeff Grove suggested John Duncan and Chief Kellen work on the bargaining and bring the IVRD labor attorney in when advice is needed. Chairman Kellen said he believes a committee of three would be best as he will be back on patrol beginning next week. Board members conducted general discussion determining the Labor Committee should meet with Executive Director Miller-Guss for recommendations and to formulate a plan and proposed language changes. The contract expires April 30th. The committee is currently waiting on dates for meetings.

EXECUTIVE DIRECTOR REPORT

Executive Director Miller-Guss provided the following report:

- **Senate Bill 1720** – A \$5 Million 9-1-1 fee diversion to 9-8-8 was struck from the bill. There will be no financial impact on IVRD.
- **Cyber Renewal** – Hartauer negotiated similar terms with cost of about \$4,200.00 per year.
- **Voicemail Server**
 - The VM server is currently at Peru City Hall and is outdated and does not have generator back up.
 - The current VM server is outdated and has been labeled as a potential IT risk for IVRD because of the inability to update it increasing the risk for cyber-attacks.
 - As part of the renovation IVRD a new VM server was purchased as has been delayed due to some IT issues with the City of Peru. Ficek will be scheduling the upgrade and moving forward.
- **AI Phones**
 - Law Enforcement Agencies are able to move forward with AI phone integration.
 - Brandenburg electric is the preferred vendor due to IVRD AI phone integration with new AI phones on our system.
 - Peru PD is still working with city IT to gather the required configuration data to integrate with IVRD.
- **Abacus** - successful transition for payroll. No major issues were noted. We will now start working on AP that will transition to Abacus the beginning of the fiscal year.
- **Retirement** - All 11 Full time employees are enrolled and contributing. It was discovered we have 10 additional active accounts on former employees. I am working on how to indicate separation and how to manage these accounts. The move to Nationwide was healthy for IVRD. We were paying Wayland and a TPA in addition to the JH fees that were continuing to rise.
- **Pace Scheduler** - we will be moving to Pace completely on 2/19/23 at 0600 hours to be completely paperless with payroll. Employees completing online training now. We will be working with Abacus to ensure the Pace payroll report is as they need it.
- **Structured Call Taking** - We are required to have two committees - one is referred to as a steering committee that approves call taking and response policies comprised of chiefs and other decision makers. These committees already exist as the Law and Fire/EMS committee meetings. We will be adding the EMS system coordinator to the Fire/EMS committee to meet accreditation requirements. The second committee is referred to as the Dispatch Review Committee and is made up of QI personnel, field responders and center admin. This committee reviews data, makes recommendations on performance, reviews problematic calls and drafts center policies as they relate to PDS. I sent an email regarding field responders and will be finalizing those recommendations for the committee this week.
- **Union Negotiations** - Union has petitioned to negotiate. I am reviewing our contract and competitor contracts at this time. The labor committee may want to shed light on strategy, etc.
- **LEADS Transition** – IVRD can be the host for everyone’s LEADS.
- **Code Red** – Would like to offer assistance for IVRD ED if would like Executive Director to have access to the system.

Board members conducted general discussion on Code Red and Integrated Public Alert & Warning System (IPAWS) which is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts, to radio and television via the Emergency Alert System, and on the National Oceanic and Atmospheric Administration's Weather Radio. You do not need to be registered to receive this tone, you would get it if you were just driving through the alerted area. IPAWS will attend the next Fire/Law Enforcement meeting.

CHAIRMAN'S REPORT

None

REPORTS

FINANCIAL REPORTS

Chairman Kellen presented and reviewed the December financial report. Dennis Rutishauser made a motion to receive and place the December financial report on file and to approve and pay bills in the usual manner. Jeff King seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter (Boelk), Curran, Duncan, Grove, Hogan, Janick, King, Margis, Rivara, Rutishauser, Smudzinski and Kellen voting aye; Fisher, Kolowski and Popurella absent; motion carried.

OLD BUSINESS

Code Red was discussed during the Executive Director's report.

Doug Bernabei reported meeting with Peru City Engineer Eric Carls and Alderman Dave Waldorf regarding an evaluation of the IVRD building. This will be reviewed by the City of Peru Building & Grounds Committee.

NEW BUSINESS

None

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, February 28, 2023.

ADJOURNMENT

Dennis Rutishauser made a motion to adjourn the meeting. Jason Curran seconded the motion. All in favor; motion carried. The meeting adjourned at 10:55 a.m.