

Illinois Valley Regional Dispatch Board
LaSalle, Peru, Oglesby & Mendota ETSBs
Meeting Minutes
January 30, 2024

CALL TO ORDER

The meeting was held Tuesday, January 30, 2024 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Vice Chairman King called the meeting to order at 10:02 a.m.

ROLL CALL

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

Non-Voting Members Present: None

MINUTES

Vice Chairman King presented the minutes of the IVRD meeting of November 28, 2023 and meeting summary minutes of December 19, 2023 (summary due to lack of quorum). Doug Bernabei made a motion the minutes be received and placed on file. Mike Smudzinski seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

COMMUNICATIONS

Jason Curran made a motion to receive and place on file a communication from the City of Oglesby appointing Oglesby Commissioner Gregory McDermott to the IVRD Board to replace Commissioner Terry Eutis effective January 2, 2024. Mike Margis seconded the motion. All in favor; motion carried.

Doug Bernabei made a motion to receive and place on file certificates of insurance from the City of Peru and City of LaSalle. John Duncan seconded the motion. All in favor; motion carried.

Doug Bernabei noted this is an annual requirement for all cities to submit insurance naming IVRD as insured, and another COI to list JETSB as insured which should be sent to LaSalle County 911 Director Curt Yasm.

STANDING COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

The January IVRD Fire/EMS Committee meeting was cancelled due to weather. The next Fire/EMS Operations Committee will take place on February 7th at the LaSalle Fire Station.

LAW ENFORCEMENT OPERATIONS COMMITTEE

None

AD HOC COMMITTEE REPORTS

LABOR MANAGEMENT COMMITTEE

None

DAYTIME DISPATCH COMMITTEE

None

REPORTS

IVRD EXECUTIVE DIRECTOR REPORT

Executive Director Miller-Guss provided the following report:

- **NG-9-1-1 - ESInet**
 - We haven't had any issues with the ESInet itself, the system is running smoothly and is stable.
 - We have begun to decommission our 9-1-1 connections with Frontier.
 - I am working with JETSB to apply for reimbursement on transition costs to ESInet.
 - We are also working with Nelson Systems, our vendor, and the JETSB for the complete replacement of the audio recorder. Though the recorder is newer, it does not have recording functionality for NG9-1-1 recording, such as recording txt2911. This is 100% covered if approved by the state.
- **Staffing**
 - Bass and Frazier are moving along and expect to be released sometime next month.
 - Testing candidates now and will be interviewing in the next few weeks for part-timers.
- **Draft Budget**
 - I am working with Abacus - we will have a draft budget to go out with the board packet next month. This is the first year with Abacus, so it makes it challenging for their system to generate numbers accurately. Next year will be a much more seamless process.
- **Daytime Dispatch Coverage**
 - IVRD has begun formally tracking hours. No other report. We will have progress by the next meeting.
- **Audit**
 - Very positive. No deficiencies noted.
- **ProQA/Fire EMS Responses**
 - On January 2, we launched the new dispatch verbiage following ProQA recommendations, which is going well. We have received several Filed Feedback Forms which is great.
- **Brownlee LEADS Interface**
 - No update.

CHAIRMAN'S REPORT

None

REPORTS

FINANCIAL REPORTS

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

OLD BUSINESS

None

NEW BUSINESS

Mike Smudzinski made a motion to receive and place on file FY23 IVRD Audit. Jerry Janick seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Janick, Kellen, Margis, McDermott, Rutishauser, Smudzinski and King voting aye; Hochstatter (Boelk), Fisher, Grove, Hogan, Kolowski and Popurella absent; motion carried.

Executive Director Miller-Guss noted the Hopkins conducted the audit, reviewing a couple of items with Abacus, but all went well.

Executive Director Miller-Guss reported the draft budget item will be tabled for now as they are still finalizing numbers. Abacus does not have a full year's worth of IVRD data on file yet, with payroll transitioning from Peru to Abacus on January 1, 2023 and accounts payable transitioning from Peru to Abacus on May 1, 2023. Trisha Harrison of Abacus

reported working with Peru on estimating some data. The IVRD remodel/move complicated some expenses, with some of those being one-time-only expenses. A sample draft budget will be ready for the next meeting. Abacus will have a full year's worth of data next year to prepare the budget.

Executive Director Miller-Guss reported a multitude of antennas on the existing IVRD radio tower. IVRD is finding they do not have the strength to adequately communicate with other agencies. The recommendation is to move the antenna to the tower north of Route 80 to improve the ability to communicate. The process to add an antenna to a tower in Peru is lengthy, including a submittal of architectural drawings and a hearing. Peru has been contacted to see if some of the requirements could be waived/reduced since this also affects the Peru Police Department. The City of LaSalle may be able to help with one of their towers. John Duncan confirmed LaSalle would be happy to assist. Doug Bernabei reported the antenna needs to be along Route 80. Doug Bernabei added Peru's ordinance is strict as it was found there were many unauthorized antennas added to the Peru towers over the years.

Jason Curran made a motion to approve a quote from Communication Works for move of Pt to Pt to North 80 for the approximate amount of \$7,107.20 subject to having an approved water tower for the antenna move. Mike Margis seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Janick, Kellen, Margis, McDermott, Rutishauser, Smudzinski and King voting aye; Hochstatter (Boelk), Fisher, Grove, Hogan, Kolowski and Popurella absent; motion carried.

Executive Director Miller-Guss reported some progress on the Peru AIPhone, but not enough progress to not move forward with initiating deadline for disconnection. The Peru Police Department is expecting the letter from IVRD stating there is a March 1st deadline.

John Duncan made a motion to allow IVRD to disconnect Peru AIPhone on March 1, 2024, with a notation that IVRD will still receive administrative calls directed to PPD at the administrative line. Greg Kellen seconded the motion. Melissa Carruthers called the roll with Curran, Duncan, Janick, Kellen, Margis, McDermott, Rutishauser, Smudzinski and voting aye; Bernabei and King abstaining; Hochstatter (Boelk), Fisher, Grove, Hogan, Kolowski and Popurella absent; motion carried.

Doug Bernabei initiated discussion of possibly rescheduling or cancelling the IVRD February meeting due to possible lack of quorum. Following a headcount for February attendance, it was found there would not be a quorum for the February meeting. After general discussion, board members agreed to cancel the February meeting due to lack of quorum. The next regular IVRD Board meeting will take place on March 26th unless an urgent need for a meeting arises before the March meeting.

Doug Bernabei made a motion to cancel the February meeting due to lack of quorum. Mike Margis seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Janick, Kellen, Margis, McDermott, Rutishauser, Smudzinski and King voting aye; Hochstatter (Boelk), Fisher, Grove, Hogan, Kolowski and Popurella 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, March 26, 2024.

ADJOURNMENT

Gregory McDermott made a motion to adjourn the meeting. Jason Curran seconded the motion. All in favor; motion carried. The meeting adjourned at 10:26 a.m.