

**Illinois Valley Regional Dispatch Board**

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

April 25, 2023

**CALL TO ORDER**

The meeting was held Tuesday, April 25, 2023 at the Peru Municipal Building, 1901 4<sup>th</sup> Street, Peru, Illinois. Chairman Kellen called the meeting to order at 10:06 a.m.

**ROLL CALL**

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

Non-Voting Members Present: None

**MINUTES**

Chairman Kellen presented the minutes of the IVRD meeting of March 28, 2023. Jeff King 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

**INTRODUCTION OF GUES**

Executive Director Brandon Miller-Guss introduced Trisha Harrison of Abacus Tax & Accounting. Abacus is the new contracted company taking over IVRD payroll as well as accounting from the City of Peru as of May 1<sup>st</sup>. Trisha Harrison reported Abacus employs 6 staff members during the offseason. Payroll is going very well, and they are looking at some things for automating other accounting services. Executive Director Miller-Guss reported Trisha Harrison will probably also be appointed IVRD treasurer.

**COMMUNICATIONS**

None

**COMMITTEE REPORTS**

**FIRE/EMS OPERATIONS COMMITTEE**

None

**LAW ENFORCEMENT OPERATIONS COMMITTEE**

Doug Bernabei reported the Law Enforcement Operations Committee had a meeting on ProQA, and the effects call handling has on law enforcement. Chairman Kellen reported it was an excellent meeting, covering many topics, including reaching a consensus on responses for community events.

**LABOR MANAGEMENT COMMITTEE**

John Duncan reported the next negotiations are scheduled for 10:00 a.m., Friday, April 28<sup>th</sup> at the LaSalle Library.

**EXECUTIVE DIRECTOR REPORT**

Executive Director Miller-Guss provided the following report:

- **Voicemail Server** – Ficek has migrated everyone over to the new voicemail server.
- **Aiphones** – Doug Bernabei reported discussions will take place with Chief Raymond, adding the Peru Police Department Aiphones need to be integrated into the IVRD system. Chairman Kellen reported Mendota's Aiphone was installed and integrated seamlessly and is being used multiple times per day. Chairman Kellen reported an approximate installation cost of \$6,400.00. Jason Curran reported Oglesby plans to install the system as well.

- **Structured Call Taking**
  - Employees are finishing up on-line certifications.
  - IVRD will go live May 8<sup>th</sup> with support for the day and night shifts from May 8<sup>th</sup>-10<sup>th</sup>. It will be stressful when the program initially goes live. Please reach out with any questions or concerns.
  - Will talk to Chief Raymond on questions and changes with Brownlee.
- **Navigator Conference** – Kim Blair and Executive Director Miller-Guss attended the conference and gained a lot of information on implementation.
- **Employment** – Three new part-time TC's are in training and are doing extremely well.
- **Weather** – Executive Director Miller-Guss was at IVRD during both rounds of storms, adding the TC's worked extremely well monitoring 18 channels. Because of the overwhelming amount of calls, discussions of manning police stations during events are underway. A group text has been established with the fire chiefs.

Jeff Grove asked how the cell phone issues effect responses. Executive Director Miller-Guss reported some calls went to LaSalle County PSAP. 911 was working; tests were performed to find out what was working and what was not. Internet service was lost for about an hour Saturday night, but Lee from Connecting Point corrected the issue.

Dominic Rivara asked how IVRD works 911 calls during a power outage. Executive Director Miller-Guss reported IVRD was contacted by Ameren because they use Starcom. Ameren will put someone outside of IVRD to receive radio calls. IVRD calls a private line to report outages.

- **LEADS** – Everyone is connected, but LaSalle is still getting billed. Executive Director Miller-Guss will check look into this.

Doug Bernabei reported LaSalle, Peru, Oglesby and Mendota have IWIN, and LEADS 2.0 will no longer be supported. Brownlee has been contacted regarding access to LEADS 3.0. Chairman Kellen reported outstanding customer service and very few issues with IPSAN.

## **CHAIRMAN'S REPORT**

Chairman Kellen reported forecasting of one of the hottest summers on record in Illinois. Mendota has suffered a lot of damage to roofs, trailers and other structures during the recent storms. Public safety services have been there to respond.

Chairman Kellen reported Administrative Professionals Day on April 26<sup>th</sup>.

Chairman Kellen reported he will share links on AT&T FirstNet which provides emergency service providers cell backup to stay connected during planned events and emergencies. AT&T offers a demo; and will provide a truck service during large events. Chairman Kellen will email information regarding the service. Joe Hogan asked the cost for the AT&T truck service. Chairman Kellen reported there was no cost for the service during the Mendota Sweet Corn Festival. Ron Popurella said he believes AT&T was chosen to start this service and received tax dollars.

Chairman Kellen reported he will share a text-to-911 article. Executive Director Miller-Guss is working on video-to-911, which can live feed the dispatch center. IVRD has the capability and can expand.

Chairman Kellen reported this will be his last meeting as chairman. Chairman Kellen thanked all board members, adding it has been a pleasure to work and serve with everyone. Chairman Kellen recognized Executive Director Miller-Guss saying he is doing a very good job and he is proud of him.

## **REPORTS**

### **FINANCIAL REPORTS**

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

## **OLD BUSINESS**

Doug Bernabei reported IGA updates work with IVRD attorney Mike Jurusik and City of Peru Attorney Scott Schweickert. A draft will be coming back to the board for review. Regarding the City of Peru Lease agreement, IVRD will receive gas service through the Peru Fire Department, with the Fire Department paying 80% and IVRD paying 20% of the bill. The City of Peru will bill IVRD's portion of the bill annually. Regarding chairman and vice chairman positions, the city rotation schedule will remain, however the individual cities will nominate their representative for the positions. Abacus will be the non-voting treasurer to sign financial documents. A red-line version will be sent to each city's attorney for review, as each city will need to vote on it.

Jeff Grove recognized Dominic Rivara for his service to the IVRD Board. Dominic Rivara stated it has been a privilege to be a part of the board and thanked the board members.

Doug Bernabei reported the exterior remodel of the IVRD building will probably be completed in phases and he will share some architectural renderings when available.

## **NEW BUSINESS**

Joe Hogan made a motion to approve the maintenance contract for the UPS battery back up for \$6,522.92. Dominic Rivara seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hogan, Janick, King, Margis, Rivara, Smudzinski, Popurella and Kellen voting aye; Hochstatter (Boelk), Kolowski, Rustishauser absent; motion carried.

Dominic Rivara made a motion to nominate and elect City of Oglesby Fire Chief Ron Popurella as IVRD Chairman for a two-year term effective May 1, 2023 and to expire April 30, 2025. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hogan, Janick, King, Margis, Rivara, Smudzinski, Popurella and Kellen voting aye; Hochstatter (Boelk), Kolowski, Rustishauser absent; motion carried.

Ron Popurella made a motion to nominate and elect City of Peru Fire Chief Jeff King as IVRD Vice Chairman for a two-year term effective May 1, 2023 and to expire April 30, 2025. Brian Fisher seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hogan, Janick, King, Margis, Rivara, Smudzinski, Popurella and Kellen voting aye; Hochstatter (Boelk), Kolowski, Rustishauser 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, May 30, 2023.

## **ADJOURNMENT**

Brian Fisher made a motion to adjourn the meeting. John Duncan seconded the motion. All in favor; motion carried. The meeting adjourned at 11:05 a.m.