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Mendota*

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*Mike Margis  
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*Brian Fisher  
Assistant Fire Chief*

**EXECUTIVE DIRECTOR**

*Brandon Miller-Guss*

**SUPPORT STAFF**

*Tracy Mitchell  
Finance Officer – Peru  
Melissa Carruthers  
Admin. Asst. – Peru*



**Illinois Valley Regional Dispatch (IVRD) – ValCom**  
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The Illinois Valley Regional Dispatch Board (IVRD) Law Enforcement Operations Committee met at 10:00 a.m., Thursday, April 6, 2023, at the Peru Police Department, 2650 N. Peoria St., Peru, IL 61354.

**MEETING MINUTES****CALL TO ORDER:**

The committee meeting was called to order at 10:14 a.m. by Chairman Bernabei.

**PRESENT:**

LaSalle Police Chief Mike Smudzinski, Peru Police Chief Sarah Raymond, Peru Lieutenant of Administrative Services Doug Bernabei, Oglesby Interim Police Chief Mike Margis, Mendota Police Chief Greg Kellen, Spring Valley Police Chief Adam Curran, IVRD Executive Director Brandon Miller-Guss.

**PUBLIC FORUM (CITIZEN COMMENT):**

None

**MINUTES:**

Chief Curran made a motion to approve the law enforcement committee minutes from October 19, 2022. Interim Chief Margis seconded the motion. All in favor, motion carried.

**COMMUNICATIONS:**

None

**OPERATIONAL DISCUSSION:**

- Aiphones:
  - IVRD is equipped with the Aiphone intercom system at 4 consoles, providing the ability to see, speak with and buzz people in remotely. The Peru Police Department has the Aiphone system should anyone be interested in seeing how it operates. Peru's daytime dispatcher answers the Aiphone and it rolls over to IVRD when the daytime dispatcher is out of the office. Chief Kellen recently ordered the system for the Mendota lobby, which cost approximately \$6,300.00 plus IT costs. Chief Curran reported Spring Valley is obtaining a quote for its lobby as well. Chief Smudzinski said the LaSalle Police Department has an exterior phone system. Interim Chief Margis is also looking into a quote. Please keep Executive Director Miller-Guss posted for any coordination needs.
  - Daytime Dispatch:
    - Holidays & Time Off: Please provide Miller-Guss with a list of each individual cities' holidays. Please notify Miller-Guss when daytime dispatchers are out of the office in order to maintain proper staffing coverage levels at IVRD.

- Weather Events:
  - General discussion of procedures for anticipated weather events. Everyone is asked to do everything possible to provide radio coverage for their respective cities and keep Miller-Guss informed. Miller-Guss will also start a “Chief Text” including all of the chiefs to provide updates.
- City Events:
  - Please provide Miller-Guss with a list of each city’s major/special events to determine staffing needs and shift minimums. (For example, Peru’s TBM event, Mendota’s Sweet Corn Festival). Miller-Guss to write a policy for IVRD shift minimums for cities’ special events based on chiefs’ submittal of events and any other events as determined by the IVRD Board. The staffing policy will be for IVRD 911/emergency calls. The cities’ staffing of their respective police department lobbies during special events will be up to the cities/police departments.
- “All 911 operators are busy right now” message being addressed/fixed with Ficek’s.
- Police Department Drills:
  - Miller-Guss would like TC’s to be involved in police department drills, for example “Active Shooter Drills.” TC’s are very interested in becoming involved in these trainings and will also be participating in fire department drills.

#### **PRIORITY DISPATCH SYSTEM RESPONSE CONFIGURATION REVIEW/CHANGES**

- Call Taking Screen Change:
  - Miller-Guss to send email with screen shot and updates to call-taking screen, along with information on sequence of information needed: type of call; address; phone; etc.
  - Miller-Guss to verify with county 911 and email a screenshot to chiefs of any changes regarding checkboxes.

#### **PRIORITY DISPATCH SYSTEM POLICY REVIEW/CHANGES**

- ProQA Fire Department & Police Department Informational Meetings:
  - Miller-Guss to coordinate a meeting with fire departments and police departments to explain ProQA and take questions.
- Gas Drive-Offs:
  - TC’s will list initially as a theft.
- Coroner Calls:
  - TC’s need authorization from someone in authority to notify a coroner.
- Impaired or Reckless Driving Options:
  - Miller-Guss asked for direction in advising people following an impaired or reckless driver to continue following, or not. Committee members recommended continuing to follow only if the driver following feels safe and if they continue at a safe distance.
- Paramount Police Response Codes:
  - This is a system spreadsheet of 3,000-4,000 protocol determinants which have been reviewed with the TC’s. This is to determine the number of officers to dispatch to response, for example – 1 officer, 2 officers, or everyone. This will be sent to the chiefs for review.

#### **OLD BUSINESS:**

None

#### **PUBLIC FORUM (CITIZEN COMMENT):**

None

#### **NEXT MEETING:**

To be determined

#### **ADJOURNMENT:**

Chief Raymond made the motion to adjourn. Chief Kellen seconded the motion. All in favor. The meeting ended at 11:56 a.m.