

**MINUTES  
LTACC  
Lyons Township Area Communications Center  
OPERATIONS BOARD MEETING**

**Chairman: Chief Renee Strasser**

La Grange Village Hall  
53 S. La Grange Rd.  
Lower Level Conference Room  
LaGrange, Il 60525

Thursday, April 14, 2016 – 10:00 am.

**1. CALL TO ORDER**

The Operations Board of LTACC regular meeting was called to order at 10:15 am by E/D Kim Knutsen. On roll call, as read by E/D Knutsen, the following were:

PRESENT: Chief Renee Strasser, Chief Pat Kenny, Chief Ed Rompa, Chief Dean Maggos, and Chief Don Gay with E/D Kim Knutsen presiding.

ABSENT: Chief Pamela Church

OTHER STAFF: N/A

**2. INTRODUCTION OF NEWS MEDIA/GUESTS**

None

**3. PUBLIC COMMENTS**

None

**4. APPROVAL OF MINUTES**

There was a motion by Chief Gay to approve the minutes of the Operations Board, from March 24, 2016 as presented. It was seconded by Chief Kenny.

**5. OLD BUSINESS**

A. Project Status Updates

1. ISP consolidation and grant application updates - The grant application was submitted to Illinois State Police 9-1-1 Administration by March 31, 2016. The approval process takes approximately 90 days. If LTACC does not receive money this year, E/D Knutsen said she will apply again next year.

E/D Knutsen advised that she has not located any other grant opportunities for dispatch consolidation. The Fire Chiefs advised the AFG grant is closed and the Fire Prevention and Safety Grant is specifically for Fire Department initiatives. Chief Rompa stated he has staff reviewing the COPS grant and will advise if opportunities exist to apply for and utilize that grant for dispatch consolidation.

2. Tyler Technologies (TT) - E/D Knutsen said Phase 1 GIS mapping was submitted on time with only a few minor corrections needed. TT has assigned a new resource to manage the GIS implementation for LTACC- Elise Austin.

E/D Knutsen stated she worked with D/C Kubisztal on multiple address points for GIS. She explained that a facility like Plymouth Place would require the “stacking” of address points, to include each unit, so that caution and medical fields can be attached to the records of those specific addresses.

E/D Knutsen stated the Operations Board Members must submit by June 1<sup>st</sup>, each municipalities “common places” list. This includes all non-residential locations – businesses, schools, municipal buildings. The information needs to be submitted using Excel software and formatted in the following order: ADDRESS \_ NAME \_ TELEPHONE NUMBER.

3. Fiber Updates - E/D Knutsen advised the fiber connection is now live between LaGrange and Western Spring’s. Chief Rompa said he is still waiting for WOW to finish his fiber patch panel so we are all connected.
4. Dispatch Renovations/Buildout- E/D Knutsen provided a timeline for the renovation project (see attached document). Bid opening and recommendation phase is June 7<sup>th</sup> -10<sup>th</sup>. The OB will meet on May 19<sup>th</sup> at 10:00 am to review the drawings and bid documents and make a recommendation. E/D Knutsen will seek approval from the Village Boards at the end of June.
5. CodeRed - E/D Knutsen advised there will be no cost savings with the merging of the three (3) CodeRed contracts. However, she was able to obtain unlimited minutes and weather alerts for residents.
6. Back-Up PSAP Agreement-Memorandum of Understanding – E/D Knutsen is still working on the MOU with E/D Brian Staunton of WSCDC. It is just a matter of deciding on an effective date. There are still seven (7) call handling agreements that have not been returned by the local municipalities that must accompany the ISP application. E/D Knutsen will follow-up with those Chiefs on April 15<sup>th</sup>.

## **6. NEW BUSINESS**

- A. IRMA – On April 11, 2016, E/D Knutsen, Chief Strasser, V/M Cedillo, Attorney Mike Jurusik, A/V/M Peterson and E/A Erica Stewart met with IRMA representatives to discuss LTACC’s application. In summary, they are still attempting to determine whether to file the application as a Library or Special District.

## **7. EXPENSES**

**Motion:** Chief Gay made a motion to approve payment to Tyler Technologies for billing milestones per the contract executed 12/31/215 in the amount of \$7809.00. Chief Kenny seconded the motion and all were in favor.

**Motion:** Chief Gay made a motion to approve payment to Wold Architect and Engineers for Phase 1 Preliminary Design plus reimbursables in the amount of \$8423.31. Chief Maggos seconded the motion and all were in favor.

## **8. OTHER BUSINESS**

None

## **9. EXECUTIVE SESSION**

None

## **10. ADDITIONAL COMMENTS**

None

## **ADJORNMENT**

At 11:00 a.m. Chief Gay moved to adjourn, seconded by Chief Rompa. Motion approved by voice vote.

Respectfully submitted,



Chief Renee Strasser

**All Closed Sessions may be held at any time during the meeting.**

*Anyone requiring special accommodations in accordance with the American Disabilities Act is requested to contact the Executive Director, Kim Knutsen at 708-579-2333, Ext, 2245 promptly to allow time to make reasonable accommodation for those persons.*