

LTACC
Board of Directors Meeting Minutes
May 24th, 2022

On May 24th, 2022, the members of the Board of Directors for LTACC met at the La Grange Park Village Hall, 447 N Catherine Avenue, La Grange Park, IL 60526

A Roll Call was conducted:

In attendance were: Village Manager Ellen Baer (Western Springs)
Village Manager Julia Cedillo (La Grange Park/BOD Chair)
City Administrator Gail Paul (Countryside)
Village Manager Andrianna Peterson (La Grange)
Director of Finance Larry Noller (La Grange Park/LTACC Treasurer)
Chief Joe Ford (Countryside/Ops Board Chair)
Executive Director Jim Moldenhauer (LTACC)

Absent were: None

Guests: None

The meeting was called to order at 9:06 a.m. by Manager Cedillo as a quorum was present.

Public Comment

Manager Cedillo welcomed Countryside Police Chief Joe Ford to his new role as chair of the Operations Board.

Review and approval of meeting minutes

Manager Peterson made a motion to approve the minutes of the April 26th, 2022 open session and April 26th, 2022 closed session meeting. Seconded by Manager Baer. The motion was then passed by a unanimous voice vote.

Financials

Financial statements for March 2022 were distributed and reviewed. Administrator Paul inquired as to what the prepaid expense was for. Treasurer Noller advised that clarification was being sought from Lauterbach & Amen but believed it to be related to IRMA expenditures. Administrator Paul made a motion to accept & approve the financial statements from March 2022. Seconded by Manager Baer. The motion was passed by a unanimous voice vote.

Monthly Directors Report

Director Moldenhauer provided the Board with a monthly summary report which highlighted the staffing and recruitment efforts. LTACC is staffed with 13 of 15 telecommunicator positions and all current telecommunicators are out of training. Recruitment efforts are underway, interviews were conducted and two background checks were being completed. Director Moldenhauer also advised that backup procedures were being evaluated and that two remote 911 laptops were budgeted for. Director Moldenhauer also announced that the website ltacc911.org was operational and content would be added as it became available.

Manager Cedillo inquired as to the backup 911 laptops and where they would be stored or used. Director Moldenhauer advised that they would be used as a 5th and 6th call taking position at times and that La Grange Park was still considered the dedicated backup site if needed.

Telecommunicator Staffing

Director Moldenhauer presented an update on the recruitment process and status in the monthly directors' report. One conditional offer was given but withdrawn by the candidate for personal reasons. Background checks were being conducted on two additional candidates.

New Business

Appointment of LTACC Treasurer

Manager Cedillo advised that La Grange Park Director of Finance and current LTACC Treasurer Larry Noller was leaving the Village for another municipality. This creates a vacancy for the agency. There was discussion and Administrator Paul advised that the City of Countryside Finance Director Dave Schutter could serve in the role for LTACC. Manager Baer made a motion to name Dave Schutter LTACC Treasurer to a full three year term and authorize Manager Cedillo to sign any bank documents related to the transition. Administrator Paul seconded the motion. The motion was passed by a unanimous voice vote.

RAVE Message Policy

Director Moldenhauer presented a policy and procedure for sending out RAVE messages from within the dispatch center. There was discussion regarding the program and training for telecommunicators. Director Moldenhauer said that the policy would be distributed to telecommunicators and that instruction would be given if there was a need to send a message from within the communications center.

Schedule for June Meeting

Director Moldenhauer had a conflict for the meeting that was scheduled for 06/28/22. He proposed moving the meeting to 06/21. There was discussion and the next Board of Directors meeting was changed to Tuesday 06/21 at 0900 hours.

Adjournment & Closed Session

Administrator Paul made a motion to adjourn the meeting. Seconded by Manager Peterson. The motion was passed by a unanimous voice vote and the meeting was adjourned at 9:52 a.m.

*Respectfully Submitted for approval by Jim Moldenhauer
Approved by Board of Directors on 06/21/2022*