

**LTACC**  
**Board of Directors Meeting Minutes**  
**October 18th, 2022**

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On October 18th, 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)  
Acting Village Manager Charity Jones (La Grange)  
Chief Joe Ford (Countryside/Ops Board Chair)  
Executive Director Jim Moldenhauer (LTACC)

Absent was: Director of Finance David Schutter (Countryside/LTACC Treasurer)

Guests: Dan Berg, Sikich LLP (Auditor for LTACC)

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

**Public Comment**

None

**Review and approval of meeting minutes**

Administrator Paul made a motion to approve the minutes of the September 27<sup>th</sup>, 2022 meeting and September 27<sup>th</sup>, 2022 – Closed Session. Seconded by Manager Baer. There was no discussion, and the motion was then passed by a unanimous voice vote.

**Financials**

**Presentation by Dan Berg, Sikich LLP on the LTACC Annual Audit**

Dan Berg with Sikich LLP presented the LTACC Annual Audit. Auditor Berg advised that the annual audit was a clean, unmodified audit with no major issues reported. LTACC staff was able to provide all necessary documents and the overall processes for segregation of duties have been implemented. He did note that IMRF for LTACC was not fully funded, nor did it need to be at this time as LTACC is a newer organization. There was minimal discussion from the Board. Manager Baer made a motion to accept the audit as presented, seconded by Acting Manager Jones. The motion passed with a unanimous voice vote.

**Review and Approve Financial Statements**

Financial statements for August 2022 were distributed and reviewed. Administrator Paul made a motion to accept & approve the financial statements from August 2022. Seconded by Acting Manager Jones. Acting Manager Jones inquired as to the frequency of the Tyler Technologies invoice to which Director Moldenhauer advised it was a quarterly maintenance schedule. The motion was then passed by a unanimous voice vote.

**Monthly Directors Report**

Executive Director Moldenhauer reviewed the monthly Director's report. Updates were given on staffing and recruitment, reports on EMD calls, continuing education, and incident clarification forms. Monthly statistics were

also provided for calls for service, administrative, and 911 phone calls including a breakdown of calls generated from within LTACC versus officer initiated. Director Moldenhauer also provided updates on the NG911 grant funding, AT&T ESInet project, and professional goals and appointment of an administrative lead telecommunicator. Chief Ford asked if Administrative Lead TC Donovan could be scheduled to attend the Operations Meetings and Director Moldenhauer advised that he will work on scheduling her attendance.

### **Old Business**

#### **Telecommunicator Wellness – La Grange Gym Usage**

Director Moldenhauer presented an updated policy and waivers for review from the Board for telecommunicator use of the Village of La Grange fitness facility. Administrator Paul advised on some grammatical and typographical errors to which Director Moldenhauer would amend. Director Moldenhauer provided clarity on the annual physician's clearance and would document annually. Administrator Paul made a motion to approve the policy, contingent on the changes noted. Seconded by Acting Manager Jones. The motion passed with a unanimous voice vote.

#### **Console Replacement Process**

Director Moldenhauer advised that he was in the process of discussion with various companies for new console furniture and that Wold Architect was contacted to provide an RFP which they should have in the coming weeks. Director Moldenhauer advised that he would provide updates as they became available.

### **New Business**

#### **IRMA Grants**

Manager Cedillo advised IRMA had various grant opportunities to explore from LTACC. There was also discussion regarding IRMA and annual sexual harassment training to be provided. Manager Baer advised that she would distribute materials from Western Springs on their training.

#### **Future Meeting**

Manager Cedillo advised that the next Board meeting was scheduled for the fourth Tuesday of November (November 22nd) and would be at 9:00 a.m in La Grange Park. Director Moldenhauer advised that meeting invites were already distributed for the remainder of the calendar year.

#### **Adjournment and Closed Session**

Manager Baer made a motion to enter closed session and not to return to open session for the purposes of discussion and taking no action on the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body. (5 ILCS 120/2(c)(1)). Administrator Paul seconded the motion. The motion was passed with a unanimous voice vote and closed session was entered into at 9:45 am.

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*Respectfully Submitted for approval by Jim Moldenhauer*

*Approved by the Board of Directors on 11/22/2022*