

**LTACC  
Board of Directors Meeting Minutes  
September 27th, 2023**

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On September 27th, 2023, the members of the Board of Directors for LTACC met at the City of Countryside Council Chambers, 803 Joliet Road, Countryside, IL 60525

A Roll Call was conducted:

In attendance were: Village Manager Ellen Baer (Western Springs/BOD Vice-Chair)  
Village Manager Julia Cedillo (La Grange Park)  
Village Manager Jack Knight (La Grange)  
City Administrator Gail Paul (Countryside/BOD Chair)  
Chief Tim Contois (La Grange Park/OPS Chair)  
Director of Finance John Mastandona (Western Springs/LTACC Treasurer)  
Executive Director Jim Moldenhauer (LTACC)

Absent was: None

Guests: Nick Bava, Partner - Sikich

The meeting was called to order at 10:10 a.m. by Administrator Paul as a quorum was present.

**Review and approval of meeting minutes**

Manager Cedillo made a motion to approve the minutes of the August 23<sup>rd</sup>, 2023, Regular Session meeting. Seconded by Manager Knight. There was no further discussion, and the motion was passed by a unanimous voice vote.

**Financials**

**FY 2022-2023 Audit Presentation – Sikich**

Nick Bava, Partner with Sikich presented the fiscal year 2022-2023 audit for LTACC. He advised that there were no issues with the work or process and Sikich provided a clean, unmodified opinion after review. He outlined different areas of the report and explained them in detail. There were no questions from the Board.

**Review and Approve Financial Statements**

Financial statements for August 2023 were distributed and reviewed. Manager Knight made a motion to accept & approve the financial statements from August 2023. Seconded by Manager Cedillo. 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, 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 Console Replacement process, outdoor warning siren automation project, CESSA Region 8 updates, IT projects, LEADS audit, financial audit, and State/Federal 911 updates.

Administrator Paul inquired how often the LEADS audit was. Director Moldenhauer advised it was every two years.

Manager Cedillo inquired about any concerns with CESSA being put on hold and the impact it may have on operations. Director Moldenhauer gave a high level overview of the process and advised that there is no known guidance or direction at this time from the State.

There was no further discussion.

### **Old Business**

#### **New LTACC Member Agency Survey Review – Discussion**

Director Moldenhauer presented two different documents for review, one for operations and the other for administrative questions for prospective new members. There was minimal discussion for the operations sections, and discussion regarding ensuring that the potential new member provides the appropriate representation to each board. Director Moldenhauer advised he would make the minor updates and file the surveys for future use.

#### **Village Panic Button Alert – Updates from RAVE**

Director Moldenhauer presented quotes from CrisisGo & RAVE in reference to panic buttons for the member agencies. There was discussion regarding the functionality, the limits of the system, and what other products may be available. Director Moldenhauer advised the benefits and drawbacks from each system and advised that he would reach out to CrisisGo to see if they could present at the next meeting, with an invite to the Operations Board to see the functionality.

### **New Business**

#### **RAVE Weather Repeat Alerts – Information on Functionality**

Manager Knight had inquired about the repeat alerts for weather through the RAVE system. Director Moldenhauer explained the system to his understanding, how RAVE captures messages both new and continuous from the IPAWS network and outlined each. He recommended that Tornado Warnings be kept at the current alerts for new and continuous, but only send out for new alerts on, for example flash flood warnings, to eliminate any overburden of messages. There was minimal discussion and the Board advised Director Moldenhauer to make the changes.

#### **Continuity of Operations – Village Phone System Review**

Director Moldenhauer advised there were issues the last month with both La Grange and La Grange Park emergency phone lines. He requested that each member agency review their systems and provide emergency contact information in the event of an outage or need to re-route/call-forward numbers.

### **Adjournment**

Manager Baer made a motion to adjourn the meeting, seconded by Manager Cedillo. The motion was passed by a unanimous voice vote and the meeting was adjourned at 11:12 am.

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*Respectfully Submitted for approval by Jim Moldenhauer  
Approved by Board of Directors on 10/18/2023*