

LTACC
Board of Directors Meeting Minutes
October 18th, 2023

On October 18th, 2023, the members of the Board of Directors for LTACC met at the City of Countryside Council Chambers, 803 Joliet Road, Countryside, IL 60525

The meeting was called to order at 9:58 a.m. by Administrator Paul as a quorum was present.

A Roll Call was conducted:

In attendance were: Village Manager Ellen Baer (Western Springs/BOD Vice-Chair)
Village Manager Julia Cedillo (La Grange Park) – *Departed the meeting at 10:11 am*
Village Manager Jack Knight (La Grange)
City Administrator Gail Paul (Countryside/BOD Chair)
Chief Tim Contois (La Grange Park/OPS Chair)
Executive Director Jim Moldenhauer (LTACC)

Absent was: Director of Finance John Mastandona (Western Springs/LTACC Treasurer)

Guests: Systems Administrator Charlie Graff (Western Springs/LTACC IT Support)
Chief Paul Klimek (Countryside) – *Arrived at 10:02 am for Presentation by CrisisGo*
Chief Dean Maggos (La Grange Park) – *Virtually for Presentation by CrisisGo*
Deputy Chief Ashlee Jasutis (Western Springs) – *Virtually for Presentation by CrisisGo*

Presentation by CrisisGo

Director Moldenhauer introduced Ed Renshaw & Victor Santiago with CrisisGo, a solution for the municipal panic buttons that have been discussed in previous meetings. There was an overview of the administrative side of their software as well as a demonstration of the physical panic button alerts and notification mediums. Manager Paul inquired if text messages would go out to anyone in the building and CrisisGo confirmed that only those who were signed up and authorized would get notifications. Manager Baer asked if there was any Geo-fencing associated with the product and CrisisGo explained how they can add users as needed based on a QR code who may be in the building. There was no further discussion with CrisisGo after the demonstration and Director Moldenhauer thanked them for their time and would follow up as needed.

Review and approval of meeting minutes

Manager Baer made a motion to approve the minutes of the September 27th, 2023, Regular Session meeting. Seconded by Manager Knight. There was no further discussion, and the motion was passed by a unanimous voice vote.

Financials

Review and Approve Financial Statements

Financial statements for September 2023 were distributed and reviewed. Director Moldenhauer noted that due to a late financial statement from Illinois Funds, the interest investment was slightly higher than reported and would be adjusted for the October 2023 financials. Manager Knight made a motion to accept & approve the financial statements from September 2023. Seconded by Manager Baer. 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 outdoor warning siren automation project, CESSA updates, IT projects, LEADS audit, and State/Federal 911 updates.

Manager Baer inquired if there was a month-by-month breakdown of calls for service by department to track trends over the years. Director Moldenhauer advised he could formulate a new medium to which Manager Baer stated she could source the data based on what was provided. Director Moldenhauer to review charts for next meeting to see what can be created.

There was no further discussion.

Old Business

Continuity of Operations – Village Phone System Review

Director Moldenhauer advised he was still reviewing each municipalities phone systems and emergency contact numbers. He also advised he was working through issues with La Grange Park phone system.

Village Panic Button Alert

After the presentation by CrisisGo, there was discussion regarding the functionality of the program and application within the municipalities. Director Moldenhauer advised that there was already one area school district on CrisisGo that could be integrated with LTACC if purchased. There was also discussion from Managers Knight and Baer if this was the proper application for a Village setting. Systems Administrator Graff also remarked that this could be utilized in the Village of Western Springs for recreation facilities and there would need to be discussion on costs allocated to LTACC versus if a municipality wanted additional equipment/monitoring. Director Moldenhauer to provide a request for review from each municipality for their number of users to adequately determine pricing. Additional considerations would also be explored for panic button solutions.

New Business

Resolution 2023-R-04 – Resolution Declaring Surplus Property Owned by the Lyons Township Area Communications Center

Director Moldenhauer presented a resolution for the disposal of previously used chairs at LTACC. Manager Baer made a motion to approve the resolution. Seconded by Manager Knight. Manager Knight also inquired if there was a de minimums value for property and if a resolution was needed. Manager Baer advised that based on attorney recommendation, a resolution would absolve any issues with disposal of surplus property. There was no further discussion and the motion passed on a unanimous voice vote.

Engagement Letter – Klein, Thorpe, & Jenkins 2024-2025

Director Moldenhauer presented an updated engagement letter with attorneys Klein, Thorpe, & Jenkins. He advised there was a slight increase in rates for attorney review. Manager Baer also commented that Western Springs, who also utilizes KTJ, received a similar rate increase. Manager Baer made a motion to approve the engagement letter. Seconded by Manager Knight. There was no further discussion and the motion passed on a unanimous voice vote.

Open New Business

GIS Review of Parks

Manager Knight inquired as to how village parks are denoted in the CAD/RMS system. Director Moldenhauer advised that as there are no address points, generally an intersection is utilized. There was discussion regarding best practices and how to document parks moving forward. Director Moldenhauer advised that this would be an issue for MGP to review at the Village level and provide updates to LTACC.

Adjournment

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

Respectfully Submitted for approval by Jim Moldenhauer

Approved by Board of Directors 11/29/2023