

Meeting Minutes
Lyons Township Area Communications Center
JOINT OPERATIONS BOARD & ETSB MEETING

Chairman Joe Ford
City of Countryside Administration Building
803 Joliet Road, Countryside, IL 60525

January 10th, 2023 – 10:00 A.M

Call to Order and Roll Call

The LTACC Operations Board Meeting was called to order at 10:05 AM by Chief Joe Ford. On roll call the following were:

PRESENT:

Chief Joe Ford	Deputy Chief Paul Klimek
Chief Tim Contois	Chief Dean Maggos – <i>Arrived 10:06</i>
Interim Chief John Buckley	Chief Mike Kelly
Executive Director Jim Moldenhauer	Member at Large Gary Mayor

ABSENT:

Chief Rob Wardlaw	Acting Chief Ashlee Niezgoda
-------------------	------------------------------

Introduction of News Media /Guests / Public Comment

None

Approval of Minutes

Motion: To approve minutes from the December 13th, 2022 open meeting Motion made by Chief Contois to approve and seconded by Chief Maggos. There was no further discussion and the motion passed on a unanimous voice vote.

Monthly Financial Report- November 2022:

The financial report for November was reviewed. A motion was made by Chief Kelly to accept the November Financial Report. The motion was seconded by Interim Chief Buckley. There was no further discussion and the motion passed on a unanimous voice vote.

Monthly Director's Report:

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. Additional updates were given APCO ATPC certifications, grant funding, and infrastructure updates, and CESSA committee updates. There was no further discussion.

Old Business

Keyholder & Alert Departmental Audit

Director Moldenhauer encouraged everyone to continue to audit their alerts and keyholders and return to LTACC as soon as possible. Many departments were already updating information in Frontline and Chief Ford remarked at an update from Frontline reference security camera documentation for keyholders as well as mapping features.

Director Moldenhauer also advised he would distribute a list of alerts again for member agencies to review and audit per LTACC policy.

New Business

MOUs for Talk Group Sharing (CCSO for IHP PD, DuPage County)

Director Moldenhauer included copies of e-mails from both Cook County Sheriff's Office and DuPage County in reference to sharing talk groups from LTACC. There was discussion regarding the requests and what talk groups would be shared. Director Moldenhauer would reach out to those agencies interested to execute a memorandum of understanding with each for reciprocal use of talkgroup/s for interoperability.

Budget Discussion – Radio Purchases

Director Moldenhauer discussed radio purchases and the potential need for a cache/spare radio for LTACC members to utilize for special events. Chief Kelly inquired as to the benefit of this and how radio replacement would be done for the fire departments. There was further discussion regarding the purchasing responsibilities of LTACC versus member agencies, funding/budget concerns, and grant opportunities. It was discussed to have Director Moldenhauer draft a policy regarding purchasing responsibility from LTACC as well as begin to discuss capital expenditures for future replacement of portable radios. Director Moldenhauer also advised he would work on an inventory with member agencies to determine what portables are in use and documenting age, replacement etc.

JETSB Invoices

There was one invoice brought forward for approval:

RAVE Mobile Safety – Annual Maintenance Agreement - \$13,490.00

Chief Contois made a motion to approve payment for the invoice, seconded by Chief Kelly. There was no further discussion and the motion passed on a unanimous voice vote.

Director Moldenhauer brought forth an additional invoice that was received after the posted agenda and was due prior to the next scheduled Operations Meeting. The invoice presented was from:

Tyler Technologies – Quarterly Maintenance for February 2023-April 2023 - \$29,409.39

Due to the timing of the receipt of the invoice and the meeting schedule, Chief Contois made a motion to approve payment, seconded by Member at Large Mayor. There was no further discussion and the motion passed on a unanimous voice vote.

Adjournment

Interim Chief Buckley made a motion to adjourn the meeting, seconded by Chief Contois. The motion passed on a unanimous voice vote and the meeting was adjourned at 10:36 A.M.

*Respectfully Submitted for approval by Jim Moldenhauer
Approved by Operations Board 02/14/2023*