

QuadCom Executive Committee  
Wednesday, June 21, 2023

QuadCom Conference room  
Carpentersville, Illinois

## I. CALL TO ORDER

Chief <sup>Thomas</sup>~~Parma~~ called the meeting to order at 8:00 a.m. Those present were:

Carpentersville Police	Chief Todd Shaver
Carpentersville Fire	Absent
East Dundee Police	Absent
East Dundee Fire	Absent
West Dundee Police	Chief Gorski
West Dundee Fire	Chief Spiro
Rutland Dundee Fire	Chief Thomas
Sleepy Hollow Police	Chief Parma
South Barrington Police	Deputy Chief Garrison
Barrington Hills Police	Chief Colditz

QuadCom Director	Christiane Harding
QuadCom Deputy Director	Katrina Jamieson

## II. APPROVAL OF MINUTES

A motion was made by Chief Gorski to approve the regular meeting minutes of May 17, 2023, a second was provided by Chief Shaver. The motion carried by unanimous voice vote.

## III. PUBLIC COMMENT

None

## IV. APPROVAL OF FINANCIALS

A motion was made by Chief Gorski to authorize payment of QuadCom bills dated June 21, 2023 in the amount of \$24,309.20, Chief Parma provided a second. The motion carried by unanimous roll call vote.

A motion was made by Chief Parma to authorize payment of JETS bills dated June 21, 2023 in the amount of \$32,167.86, Chief Gorski provided a second. The motion carried by unanimous roll call vote.

A motion was made by Chief Shaver to authorize payment of QuadCom CIP bills dated June 21, 2023 in the amount of \$4,882.93, Chief Gorski provided a second. The motion carried by unanimous roll call vote.

Budget vs Actual May 2023: Chief Gorski motioned to approve the May 2023 Budget vs Actual, a second was provided by Chief Colditz. The motion carried by unanimous voice vote.

## V. COMMITTEE REPORTS

Police Operations Committee: Minutes were not available. Director Harding reported the committee met jointly with the Records Operations Committee. Tyler will meet with committees in July after the Executive Committee meeting that will take place at the Carpentersville Public Works facility.

Fire Operations Committee: A draft of the April 21, 2023 meeting minutes were provided in the packet.

Records Operations Committee: The committee met jointly with the Police Operations Committee.

Finance Committee: Nothing to report.

Negotiations Committee: Nothing to report.

Personnel Committee: Nothing to report.

Ad Hoc Committees:

RMS-Mobile RFP Committee: Discussed under Records Operations Committee.

Station Alerting System Committee: No report.

## **VI. QUADCOM STAFF REPORTS**

Director's Report: Director Harding's report was provided in the packet. She discussed the following:

Audit FY 2022-2023: Process for the audit has been started.

IDPH License: The IDPH license has been renewed.

VESTA Phone Upgrade: The VESTA upgrade occurred the week of June 12<sup>th</sup>.

Windows 10 End of Life – Phase 1: IT Administrator Hammers is working on the Windows 10 end of life. QuadCom workstations are being replaced. Director Harding asked that each department have their IT people reach out to IT Administrator Hammers to coordinate Windows 10 end of life. Chief Spiro suggested that prior to investing on a Surface Pro, look at the total cost. Tyler has Shield Force and Crew Force software. Licenses are necessary for each device. There was a consensus to direct Director Harding to ask Tyler to give a Force Shield demonstration at the July meeting.

Building Maintenance:

Generator - A quote for the remote annunciator was included in the packet. Funding is available in the budget. Director Harding would like to move forward with the purchase. Chief Spiro met the regional field rep for Generac. During his conversation with the field rep, the rep said Thermflo is responsible for the start-up process. Generac requires the activation in the system which has to be done by Thermflo who is the only authorized dealer and distributor of the generator. Motorola made the purchase through Thermflo. Motorola should have coordinated the process.

There was a consensus to direct Director Harding to purchase the annunciator from Thermflo, have them install, calibrate and start-up. A motion was made by Chief Gorski, a second by Chief Spiro. The motion carried by unanimous roll call vote.

Back-up Generator Options - Director Harding discussed several options for a back-up generator. It was discussed that it is best to obtain a mutual aid for a back-up generator.

UPS Options – Director Harding would like IT Administrator Hammers to attend a meeting to discuss having an all building UPS system. Chief Thomas suggested having IT Administrator Hammers conduct a cost analysis on buying a new generator versus the batteries versus what he is doing now.

Radio/Phone Server Room AC Unit Replacement – There was an emergency repair due to damage. The cost of the repair was \$9,873.

Deputy Director Report: Deputy Director Jamieson's report was included in the packet. There were no questions.

IT Administrator Report: May and June reports were included in the packet. There were no questions.

## VII. EXECUTIVE SESSION

Personnel Issues – (5 ILCS 120/2 (c) (2)): None

## VIII. OLD BUSINESS

Strategic Planning Discussion: Chief Spiro stated they will meet today, June 21 and tomorrow, June 22 with dispatchers.

StarCom Radio 2<sup>nd</sup> Touch: Nothing to report.

## IX. NEW BUSINESS

Public Member Recommendation: Chief Parma stated they will be putting together a list of pros and cons that will be sent to the JETS Board for their decision.

Carpentersville Moving to First Net from Verizon: Carpentersville Fire and Police want to use First Net for their devices. The cost comes out of the JETS Operations Budget.

Incident Review Forms: Director Harding provided a copy of an Incident Review Form. The forms can be used to keep track of incidents. QuadCom will be the keeper of the forms.

Executive Committee Five Month Goals: Chief Thomas stated that as the chairman he would like to see the strategic plan, and work with Director to benefit the whole and work as a group.

## X. OTHER BUSINESS


Police Feedback: Deputy Chief Garrison said South Barrington is looking at StarChase GPS trackers for their units. Director Harding discussed her concern of having the dispatchers track another program.

Director Harding discussed the changes in 2020 due to COVID. There was a time when police would be sent to fire calls in their towns, it is now voice-over. Chief Spiro feels the voice-over is working. Every ambulance call he has been at has had an officer. Director Harding will send out a list of the changes, pre and post COVID.

Fire Feedback: None.

## XI. ADJOURNMENT

Chief Spiro moved to adjourn the meeting at 9:39 a.m., Chief Parma provided a second. The motion carried by unanimous voice vote.

  
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Oneida Fehring  
Recording Secretary

Dated: 7/19/23



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Chairman or Vice-Chairman  
QuadCom Executive Committee