

QuadCom Board of Directors
Wednesday, April 6, 2023

112 Algonquin Rd.
Barrington Hills, Illinois

CALL TO ORDER

The meeting was called to order at 5:31 p.m. by President Stephen Pickett, Chairperson. Those members present were:

Village of Carpentersville
Village of East Dundee
Village of West Dundee
Village of Sleepy Hollow
Village of South Barrington
Village of Barrington Hills
Rutland Dundee Fire Protection District
East Dundee Fire Protection District

Trustee Humberto Garcia (arrived at 5:52)
Trustee Scott Kunze
Trustee Dan Wilbrandt
President Stephen Pickett
Trustee Joe Abbate
President Brian Cecola
President Rollyn Anderson
President Mark Guth

Also present were:

Carpentersville Public Safety
West Dundee Public Safety
Sleepy Hollow Public Safety
East Dundee Public Safety
East Dundee Fire Protection District
South Barrington Public Safety
Village of Barrington Hills
Rutland Dundee FPD Public Safety

Chiefs Todd Shaver / J.P. Schilling
Chiefs Tony Gorski / Mike Spiro
Chief Sam Parma
Chief Jim Kruger
Chief Jason Parthun
Chief Tom Roman
Chief Joe Colditz
Chief Rick Thomas

QuadCom Director
QuadCom Deputy Director
QuadCom Attorney
Barrington Hills Administrator

Christiane Harding
Katrina Jamieson
John Kelly
Anna Paul

APPROVAL OF LAST MEETING MINUTES

A motion was made by President Rollyn Anderson to approve the regular meeting minutes of December 7, 2022, President Brian Cecola provided a second. The motion carried by unanimous voice vote.

A motion was made by Trustee Joe Abbate to approve the executive session meeting minutes of December 7, 2022, President Rollyn Anderson provided a second. The motion carried by unanimous voice vote.

PUBLIC COMMENT

None

APPROVAL OF FINANCIALS

Budget vs Actual Report – February 2023

A motion was made by President Brian Cecola to approve the February 2023 Budget vs Actual Report, President Rollyn Anderson provided a second. The motion carried by unanimous voice vote.

COMMITTEE REPORTS

Executive Committee: Chief Rick Thomas reported the Executive Board and QuadCom management met for a strategic planning session that was headed up by Chief Mike Spiro. The meeting went well. Chief Mike Spiro said he hopes to have a document to present in August. There will be two sessions based on timing with the dispatchers. A SWOT analysis was done. The the mission, vision and values statements were revised. They came up with four strategic priorities for the next three years and a total of eight goals for the next three years.

Chief Tom Roman said in preparing for the strategic plan, the Finance Committee will be preparing a Capital Improvement Plan for the next three years to anticipate big purchases and big investments in the infrastructure.

Chief Tom Roman provided an update on the Records Management System for police. After much research, the consensus was to proceed with the new Tyler Enterprise. There is no cost for the system but there will be a cost for labor associated with the implementation and travel of \$124,000, \$100,000 of the cost will be for their time and their work for implementation of the software, \$24,000 will be for travel expenses and other incidentals. Since this was a recent development, the cost was not included in the budget. It is likely the Executive Committee will come back with a budget amendment.

Ad Hoc Committees
Nothing to report.

EXECUTIVE SESSION

Personnel Issues – (5 ILCS120/2 (c) (1)): A motion was made, at 5:38 pm, by Trustee Joe Abbate to move into Executive Session, a second was provided by President Rollyn Anderson. The motion carried by unanimous roll call vote.

The Board of Directors invited the JETS Board, including the Chiefs to stay for the executive session.

A motion was made by Trustee Scott Kunze, at 5:43 pm, to resume the regular QuadCom Board of Directors meeting, a second was provided by President Rollyn Anderson. The motion carried by unanimous voice vote.

OLD BUSINESS

Review of QuadCom By-laws: QuadCom Attorney John Kelly stated that at the August 2022 meeting, some questions were raised by some members of the Board regarding the by-laws and possible revisions of the by-laws. He said the Board of Directors By-laws had not been reviewed since 2017. Based on the discussion at that meeting, some comments by Trustee Humberto Garcia of Carpentersville, Attorney John Kelly prepared some suggested revisions to the by-laws. Many of the revisions are non-substantive changes such as he, she to Director or they. The issues raised by Trustee Humberto Garcia included page 3, the meeting schedule. The by-laws showed meetings in February and September, the discussion was four (4) times per calendar year without any dates it was changed to four meetings a year with non-specified dates. Attorney John Kelly amended that section to reflect four (4) meetings a year with non-specified dates. The by-laws show the meetings to be held at the QuadCom office, it has been changed to QuadCom office or another public location. On page 5, Officers, the selection of elected officers of the Board will now be done at the first meeting of the calendar year. On page 13, there was discussion on withdrawal from QuadCom, wording changed to match the other part of the by-laws, "Said Notice shall be provided to the Board of Directors at least one (1) year prior to the withdrawal of the participant." Attorney John Kelly went on to say, he wrote one (1) year as a marker for discussion.

Trustee Scott Kunze moved to approve the changes to the QuadCom By-laws as presented, a second was provided by President Brian Cecola.

The motion was amended to include two changes, as suggested. Change pages 9 and 10 Budget, Section 2 (a) The Director of QuadCom shall prepare a proposed annual budget for the Executive Committee no later than the January Executive Committee Board meeting of the new year.

Change the word may to shall on page 5, Officers, from The Director may serve, to the Director shall serve. The motion carried by unanimous roll call vote.

NEW BUSINESS

2023 -2024 FY QuadCom Operating Budget Approval:

President Rollyn Anderson motioned to approve the 2023-2024 FY QuadCom Operating Budget as presented, a second was provided by President Brian Cecola. The motion carried by unanimous roll call vote.

The motion was amended to reflect the discussed salary numbers for the Director, Deputy Director and IT Administrator. The motion carried by unanimous roll call vote.

2023 -2024 FY QuadCom CIP Budget Approval:

President Brian Cecola motion to approve the 2023-2024 FY QuadCom CIP Budget as presented, A second was provided by President Rollyn Anderson. The motion carried by unanimous roll call vote.

2023 -2024 FY QuadCom Debt Service Fund approval:

President Rollyn Anderson motioned to approve the QuadCom Debt Service Fund as presented, a second was provided by Trustee Humberto Garcia. The motion carried by unanimous roll call vote.

2023 -2024 FY Wage Adjustment for IT Administrator: Discussed in the General Operating Budget.

2023 -2024 FY Wage Adjustment for Deputy Chief: Discussed in the General Operating Budget.

2023 -2024 FY Wage Adjustment for Director: Discussed in the General Operating Budget.

OTHER BUSINESS

Ice Storm 2023 – QuadCom Generator Update: Director Harding provided an update in the agenda packet and discussed the events of the evening of the ice storm. A part in the generator was broken and did not allow the generator to kick on. The alarm goes off at the generator which is located outside. The alarm would not be heard inside the building. A remote enunciator will be installed inside the building, so the alarm will sound internally. QuadCom dispatchers were sent to Elgin Police Department, QuadCom's back up 9-1-1 Center. President Brian Cecola thanked QuadCom for everything they did.

Open Meetings Act Training & Certificates: Committee members were reminded to turn in their certificates.

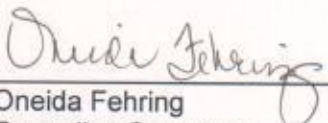
JETS Member: The Public Member position was posted in the Daily Herald, QuadCom website, and Facebook with a submittal deadline of April 15. Director Harding is working with the Personnel Committee. Four official letters of intent have been received.

Director Harding introduced Deputy Director Jamieson to the Board members.

ADJOURNMENT

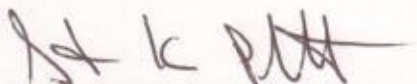
A motion was made by Trustee Joe Abbate to adjourn the meeting at 5:44 pm, Trustee Humberto Garcia provided a second. The motion carried by unanimous voice vote.

Respectfully submitted,



Oneida Fehring
Recording Secretary

Dated: 5/24/23



Chairman or Vice-Chairman
Board of Directors Committee

Dated: 5/24/23