

NOTICE OF SPECIAL STANDING COMMITTEES

Scheduled for
Tuesday, December 10, 2019,
beginning at 6:30 p.m. in

Council Chambers
Village Hall of Tinley Park
16250 S. Oak Park Avenue
Tinley Park, Illinois

Administration & Legal Committee
Public Works Committee
Public Safety Committee

A copy of the agendas for these meetings is attached hereto.

Kristin A. Thirion
Clerk
Village of Tinley Park

NOTICE OF A SPECIAL MEETING
OF THE PUBLIC SAFETY COMMITTEE

Notice is hereby given that a meeting of the Public Safety Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 6:30 p.m. on Tuesday, December 10, 2019, in the Council Chambers at the Village Hall of Tinley Park, 16250 S. Oak Park Avenue, Tinley Park, Illinois.

The agenda is as follows:

1. OPEN THE MEETING.
2. CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC SAFETY COMMITTEE MEETING HELD ON OCTOBER 8, 2019.
3. RECEIVE UPDATE ON RADIO FIRE ALARM SYSTEM TRANSITION.
4. DISCUSS FIRE DEPARTMENT REORGANIZATION PLAN.
5. DISCUSS AMENDMENT TO THE CHAPTER 32 TITLE II (3) OF THE TINLEY PARK MUNICIPAL CODE – EMERGENCY TELEPHONE SYSTEM BOARD (ETSB)-CLARIFICATION OF COMMITTEE CHAIRS SERVING AS MEMBERS.
6. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES
Meeting of the Public Safety Committee
October 8, 2019 - 7:30 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Members Present: W. Brennan, Chairman
M. Glotz, Village Trustee
W. Brady, Village Trustee

Members Absent: None

Other Board Members Present: None

Staff Present: D. Niemeyer, Village Manager
P. Carr, Assistant Village Manager
B. Bettenhausen, Village Treasurer
M. Walsh, Police Chief
K. Workowski, Public Works Director
J. Urbanski, Assistant Public Works Director
L. Valley, Executive Assistant to the Manager and Trustees
L. Godette, Deputy Village Clerk

Item #1 - The meeting of the Public Safety Committee was called to order at 8:36 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE PUBLIC SAFETY COMMITTEE MEETING HELD ON SEPTEMBER 10, 2019 – Motion was made by Trustee Brady, seconded by Trustee Brennan, to approve the minutes of the Public Safety Committee meeting held on September 10, 2019. Vote by voice call. Chairman Brennan declared the motion carried.

Item #3 – RECEIVE UPDATE ON LICENSE PLATE RECOGNITION (LPR) CAMERAS AT INTERSECTIONS - J. Urbanski, Assistant Public Works Director provided the Committee with an update on the fixed automated license plate reader (ALPR) System Administrator Approval contract. Based on the recently released Fixed Automated License Plate Reader (ALPR) RFP, interviews were conducted in July of 2019 to determine the best firm to enter into an agreement with for professional and contractual services. There were three (3) proposals submitted in response to the RFP. Submissions were reviewed and all three (3) firms were selected to be interviewed, including: Minuteman Security Technologies, Brite Computers, Selex ES Inc. After scheduling the interviews, Selex ES Inc. was unable to meet and subsequently removed from the list. Stan Tencza, Michael Thomas, and John Urbanski were all present for the interviews.

The scope of the original RFP included:

- Upgrading ALPRs at the 183 & Harlem intersection to include data from the commercial database LEARN and improve software technologies from the previous database and installation.
- Upgrade two (2) ALPRs at the 191st & Harlem intersection, add two (2) ALPRs to the East and Westbound lanes of 191st.

Additional locations of interest included:

- 167th Street & Trail View Ct., two (2) ALPRs East and Westbound.

- 183rd & Ridgeland, four (4) ALPRs for all directions.
-

After reviewing submissions, costs, software, products and visiting comparable community references, it was determined by the group that the finalist that best represented our collective needs, able to offer systems for infrastructure improvements, alerting notification, database searching, and other determined police needs into a fiscally sound solution would be selected. In conclusion, based on proposals, interviews and demonstration of qualifications, it is recommended that the Village approve a services contract with Minuteman Security Technologies for the Fixed Automated License Plate Technology System at an initial installation cost of \$242,559.25 for all four (4) intersections as described.

Budget/Finance:

During the RFP process, AVM Carr recommended a grant application with the Department of Homeland Security. The application awarded the Village for these initial intersections at a reimbursable amount of \$223,000.

Funds are budgeted and available in Capital Fund	
Budget Amount:	\$ 453,182.00
Contract Amount:	\$ 242,559.25
Grant Reimbursement:	<u>\$(223,000.00)</u>
Difference – UNDER BUDGET -	\$ 433,622.75

Mr. Urbanski noted that Commander Tenza stated that this is the first step in a five year plan to geo-fence the Village.

Trustee Brennan stated that he was pleased Minuteman Security Technologies is a Tinley Park Company.

Trustee Brady asked if this is a new system, noting that the Village currently has LPR cameras at certain intersections. Mr. Urbanski stated that this is an upgraded system.

Motion was made by Brennan, seconded by Brady, to recommend a service contract with minute Security Technologies of Tinley Park for the ALPR installation and maintenance services at a cost of \$242,559.25 be forwarded to the Village Board meeting scheduled for October 15, 2019 Vote by voice. Chairman Brady declared the motion carried.

Item #4 – RECEIVE COMMENTS FROM THE PUBLIC -

ADJOURNMENT

Motion was made by Trustee Brennan, seconded by Trustee Brady, to adjourn this meeting of the Public Safety Committee. Vote by voice call. Chairman Brennan declared the motion carried and adjourned the meeting at 8:45 p.m.

lg



Department Memo

Issued & Approved by:

Deputy Chief Daniel Riordan

MEMO #19-174

Date: November 4, 2019

To: Forest Reeder, Fire Chief

From: Daniel Riordan, Deputy Chief / Fire Prevention

Subject: Radio Fire Alarm System Transition - UPDATE

The following is a 6-month progress report regarding the integration of the Wireless Radio Alarm Program with Emergency 24 Central Station.

OVERVIEW

Per Ordinance, the Village of Tinley Park monitors all required fire alarms. This has been a Village best practice for nearly 50 years. This monitoring and management of alarm activity is conducted through the 911 Dispatch Center while the overall fire alarm program is coordinated by the Fire Prevention Bureau. In 2007, the Village decided that it would take a bigger role in managing this aspect of fire response and implemented a wireless radio network to transmit fire alarm signals. This was a 5-year maintenance agreement that was renewed in 2013 and 2018. The vendor to provide the maintenance is Fox Valley Fire and Safety and in the 2018 agreement, a provision that Emergency 24 (a U.L. listed Central Station) would monitor non-emergent alarms was approved.

In May of 2019, this monitoring methodology was implemented. The following is sample monitoring data that has been collected by Emergency 24. If the Village choose to keep the previous practice, it is likely this activity would have fallen on the staff in the Dispatch Center.

May - September 2019

- Total "trouble" fire alarm signals received 73,563
- Occupancy notification 13,148
- "Trouble" signals sent to TP Dispatch for notification 181

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NON-EMERGENT ALARM ACTIVITY AFFECTING FIRE DEPARTMENT RESPONSE

From May through September of this year, there were 181 "trouble" fire alarms transmitted to Tinley Park Dispatch and the Fire Department was dispatched to 165 of those alarm incidents. By comparison, in 2018, for the same time period the amount of activity was 482 and 106. The amount of these signal types has trended down (78%), but there is a greater percentage of Fire Department responses (36%). The increased response by the Fire Department is attributed to a mandatory response for "supervisory" alarms.

SIGNIFICANT EVENTS

At one point in September 2019, there was a shutdown in the primary means of transmitting alarm signals; the back-up system immediately took over transmitting emergent alarm signals until the primary system could not be restored. Although never a good experience when a primary means of anything fails, it was a positive event when the back-up means of communications worked as designed.

ITEMS IN-PROGRESS/GOALS OVER THE NEXT 6 MONTHS

The most frequent issue since the implementation in May 2019 is regarding communications. The most prevalent are summarized below and have been prioritized to eliminate or minimize this type of activity. This will occur through continuing education or refining current procedures with EM24 and Fox Valley.

- Maintenance of emergency contact information database.
- Communication of non-emergent alarm incidents.
- Dispatching of out-of-service alarms.
- Notifying alarm holder for issue regarding Tinley Park-owned equipment.

Overall, the program moves forward in a positive manner and I am available to discuss at your convenience.

DPR/caf

cc: L. Kortum, Telecommunications Supervisor
R. Buttala, Fire Alarm Service Officer

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Interoffice Memo

Date: December 4, 2019
To: Pat Carr, Asst. Village Manager
From: Forest Reeder, Fire Chief
Re: Fire Department Reorganization Plan
Pat;

The current organizational structure; namely the administrative assignments for Department Assistant Chiefs has been in place for nearly 2 decades. At this time I am prepared to present an update to the Public Safety Committee on a reorganization plan that will provide a modernized and more efficient division of labor to be responsive to the challenges of today's Fire Department.

An overview of the Command Staff assignments will be as follows:

Current	New Assignments
Personnel	Administrative Services
Maintenance	Support Services
Training	Professional Standards
Operations	Suppression & Rescue Operations

A detailed job description, lines of responsibility and new performance indicators have been developed and staff training will begin soon. As some personnel assignments will be changing, a transition and mentoring program will help for a smooth change-over. Further support positions at ranks below the Command Staff will also take place in the first quarter of 2020 as needs assessments are performed and those levels of the organization are reorganized.

Initial meetings and assignments are in the process of being completed. The Assistant Chiefs will still function as Shift Commanders however will have expanded administrative functions. Once fully implemented, Asst. Chiefs will rotate into a different assignment every 2 years to provide for additional job experiences. The Asst. Chiefs will still report to the Deputy Chief of Suppression.

I will provide additional breakouts of the major responsibilities of the new positions at the Public Safety Committee meeting on December 10, 2019.

FFR
cc: Dave Niemeyer, Village Manager
D/C Steve Klotz
Attach: Draft Org. Chart

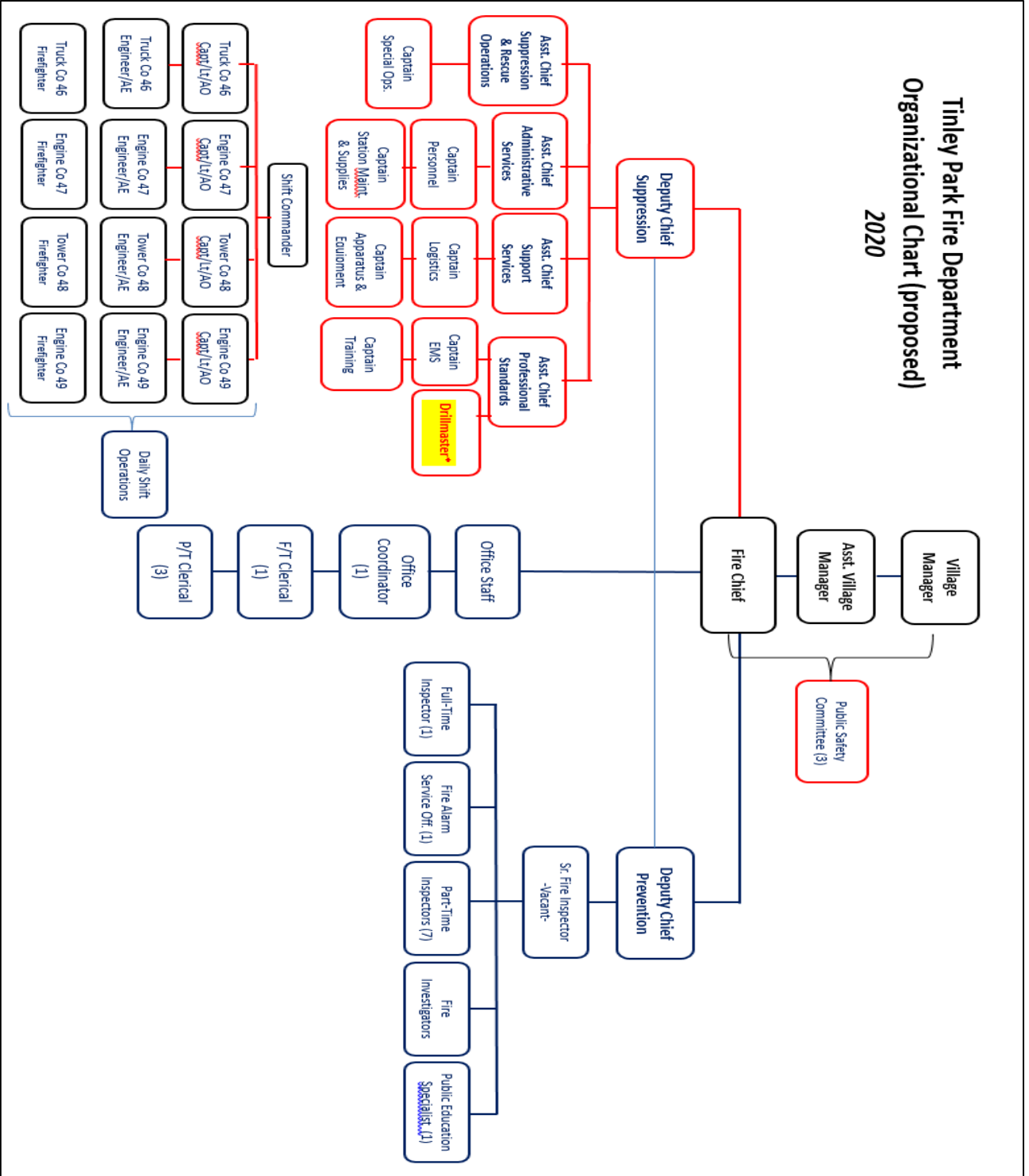
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Interoffice Memo

Tinley Park Fire Department Organizational Chart (proposed) 2020



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Interoffice Memo

Date: December 3, 2019

To: Village Board

From: Laura Godette, Deputy Village Clerk

Subject: Amending Section 32.225 of Chapter 32 of the Tinley Park Municipal Code -
Emergency Telephone System Board (ETSB)

The proposed amendment will provide clarification that the Village Trustees acting as chairperson on the Public Safety, Finance and Administration and Legal Committees will service on the Emergency Telephone System Board. At present time the Ordinance provides for an eight (8) member board which consists of three (3) Village Trustees, and a representative from the Fire Department, Police Department, Emergency Services Department, Public Works Department and the Telecommunications Supervisor.

THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

**ORDINANCE
NO. 2019-O-070**

**AN ORDINANCE AMENDING SECTION 32.225 OF CHAPTER 32 OF THE TINLEY
PARK MUNICIPAL CODE – EMERGENCY TELEPHONE SYSTEM BOARD**

**JACOB C. VANDENBERG, PRESIDENT
KRISTIN A. THIRION, VILLAGE CLERK**

**CYNTHIA A. BERG
WILLIAM P. BRADY
WILLIAM A. BRENNAN
DIANE M. GALANTE
MICHAEL W. GLOTZ
MICHAEL G. MUELLER
Board of Trustees**

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VILLAGE OF TINLEY PARK
Cook & Will Counties, Illinois

ORDINANCE NUMBER 2019-O-070

AN ORDINANCE AMENDING SECTION 32.225 OF CHAPTER 32 OF THE TINLEY PARK MUNICIPAL CODE – EMERGENCY TELEPHONE SYSTEM BOARD

WHEREAS, Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois provides that any municipality which has a population of more than 25,000 is a home rule unit, and the Village of Tinley Park, Cook and Will Counties, Illinois, with a population in excess of 25,000 is, therefore, a home rule unit and, pursuant to the provisions of said Section 6(a) of Article VII, may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to tax and to incur debt; and

WHEREAS, the Illinois Emergency Telephone System Act requires the establishment of an Emergency Telephone System Board and authorizes the Corporate Authorities of the Village of Tinley Park to provide for the manner of appointment and number of members of said Board; and

WHEREAS, pursuant to said Act, the Village has previously established an Emergency Telephone System Board;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

Section 1: That Section 32.225 of Chapter 32 of the Tinley Park Municipal Code is hereby amended to read in its entirety as follows:

§ 32.225: BOARD CREATED, COMPOSITION:

There is hereby created an Emergency Telephone System Board consisting of eight (8) members who shall be appointed by the Village President with the consent of the Board of Trustees of the Village of Tinley Park on the basis of their ability or experience. Said membership shall consist of three (3) Village Trustees which shall be the chairpersons of the **Public Safety, Finance, and Administration and Legal Committees**, one (1) representative of the Police Department, one (1) representative of the Fire Department, one (1) representative of the Village's Emergency Services and Disaster Agency (ESDA), one (1) representative of the Public Works Department, and the Communications Supervisor. Members of the Emergency Telephone System Board shall serve without compensation but shall be reimbursed for their actual and necessary

expenses. Members of the Board shall serve for a term of one (1) year and shall be appointed annually at the first Village Board meeting in May of each year.

Section 2: That this Ordinance shall be in full force and effect from and after its adoption and publication as required by law.

Section 3: All ordinances, or parts of ordinances, in conflict with the provisions of this Ordinance, to the extent of such conflict, are repealed.

Section 4: Each section, paragraph, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

Section 5: Except as to the Code amendments set forth above in this Ordinance, all Chapters and Sections of the Tinley Park Municipal Code, as amended, shall remain in full force and effect.

ADOPTED this ___ day of _____, 2019, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this ___ day of _____, 2019.

Village President

ATTEST:

Village Clerk

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS.

CERTIFICATE

I, KRISTIN A. THIRION, Village Clerk of the Village of Tinley Park, Counties of Cook and Will, and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 2019-O-070 “**AN ORDINANCE AMENDING SECTION 32.225 OF CHAPTER 32 OF THE TINLEY PARK MUNICIPAL CODE – EMERGENCY TELEPHONE SYSTEM BOARD,**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on _____, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this _____ day of _____, 20____.

VILLAGE CLERK

**PUBLIC
COMMENT**

ADJOURNMENT