

VILLAGE OF LIBERTYVILLE
FIRE AND POLICE COMMITTEE

January 15, 2019
7:00 p.m.

AGENDA

1. Approval of Minutes: April 17, 2018
2. Fire Department Updates
3. Other Items
5. Adjournment

*Any individual who would like to attend this meeting, but because of a disability
Needs some accommodation to participate, should contact the
ADA Coordinator at 118 West Cook Avenue, Libertyville, Illinois 60048 (847) 362-2430
Assistive listening devices are available.*

Village of Libertyville
Fire and Police Committee
April 17, 2018

Minutes

A meeting of the Libertyville Fire and Police Committee was held on Tuesday, April 17, 2018 at 7:00 p.m. at the Village Hall. Those in attendance included Chairperson/Mayor Terry Wepler and Committee Members/Trustees Donna Johnson and Pat Carey. Also in attendance were Interim Village Administrator Kelly Amidei, Fire Chief Rich Carani, and Police Chief Clint Herdegen.

Trustee Carey moved and Trustee Johnson seconded to approve the minutes of the November 28, 2017 Fire and Police Committee meeting. Motion carried unanimously.

Fire Department Updates

Fire Chief Rich Carani presented updates regarding Fire Department operations which included: the conclusion of the year one Knollwood ambulance contract, the new fire engine manufacturing progress, and the planned replacement of an ambulance in May, 2018. He also discussed injuries and related overtime costs. Overtime costs are also up due to vacancies which are in the process of being filled.

Chief Carani provided an update on the Proposal for the Fire and Rescue services for the Knollwood Fire Department. Staff is working with the City of Lake Forest on a joint proposal and Intergovernmental agreement to present to the Rockland Fire Protection District Board at a public meeting which is tentatively scheduled for May 10, 2018.

Police Department Updates

Chief Herdegen presented his updates which included the update of a new Police Officer eligibility list. The written test is scheduled for May 19, 2018.

He also updated the Committee on the Lake County Consolidated Dispatch Initiative. Lake County is working on garnering support to conduct Phase III of a study to determine the viability and county-wide interest for creating consolidated dispatch. The Village has budgeted \$10,000 in the FY 2019-2019 Budget to participate in the next phase of the study. There are two years remaining on the current dispatch agreement with Vernon Hills.

Chief Herdegen is working with Scholl District #70 to partner with them on a School Resource Officer position. He will keep the Committee posted on the progress of the discussions.

Trustee Johnson made a motion to adjourn the meeting at 6:58 p.m. which was seconded by Trustee Carey. Motion carried unanimously.

Respectfully submitted,

Kelly Amidei, Interim Village Administrator

Memo

To: Kelly Amidei, Village Administrator
From: Richard Carani, Fire Chief
cc: Ashley Engelmann
Date: December 27, 2018
Re: Fire and Police Committee Report – Fire

1. Rockland Fire Protection District (RFPD) Update:

The new fire service agreement with the RFPD started Oct 1, 2018. This agreement is a joint agreement with the City of Lake Forest and the Village of Libertyville to provide all services to the RFPD. Since Oct 1, 2018 the Libertyville Fire Department has responded to 12 emergency calls in our response area:

- October – 2
- November – 3
- December – 7

This is a 75% decrease in calls for the 4th quarter as compared to the 3rd quarter under the old agreement when we were just providing EMS. Revenue also increased October 1 to \$450,000 divided equally between Libertyville and Lake Forest, the amount is prorated to April 30, 2019.

To date, the RFPD has sold or auctioned all of its equipment and the building is for sale or lease. All is going very well, our relationship with the Knollwood residents is also improving.

2. Mundelein Ladder Truck Agreement:

We are now into the second year of our agreement with Mundelein for use of our Ladder Tower Truck. We have a 5 year agreement in place to provide our Ladder Tower to Mundelein for structure fires in High-rise and commercial properties. In year one of the agreement, Libertyville was not called to respond the Ladder Tower to Mundelein for a structure fire. The Ladder Tower did go to Mundelein six times for automatic fire alarms per the existing Automatic Response Agreement.

3. Ladder Tower Refurb:

Last year we discussed refurbishing our Ladder Tower through Pierces Refurb shop for a cost of \$603,546.00 plus a \$30,000 contingency. This is half the cost of a new Ladder Tower estimated to be \$1,200,000 to \$1,300,000. This proposal was discussed but ultimately pushed to the 2019/2020 budget year. Since the first proposal, the Ladder Tower has developed a hydraulic leak in the turntable, this leak needs to be repaired and is estimated to cost \$16,000. We recently received a new price quote from Pierce for the refurb, this price quote includes an annual material and labor price increase as well as the hydraulic repair noted previously. The new estimate is \$640,252.00 plus a \$35,000 contingency which would put our target budget at \$675,000. Staff and our fleet mechanics have reviewed the proposal and are confident we will get a high quality product which will last another 20 years with an overall savings to the Village of approximately \$600,000 to \$650,000. We will present the modified proposal during the budget process.

4. Lake County Consolidated 911 update:

To date there are 21 public safety entities (PSE's) which continue to work together on the Regional 9-1-1 Consolidation Planning Project. The Policy and Operations Committees comprised of representatives from participating PSE's continue to meet regularly. Working groups with PSE subject matter experts are compiling data and information for development and assessment of options. In January, the Policy Committee will decide on a consultant to work directly with the Project Manager to support the development of options and building of the implementation plan. A contract with Mission Critical Partners (MCP) to provide consultant support to the 9-1-1 Consolidation Implementation Planning Project in the amount of \$115,808 is up for approval with the County Board in January.

Data collection has been completed by the consolidation group. The data collected is being reviewed for accuracy and will be presented to the consultant and PSE's when completed. The consolidation group is scheduled to have an implementation plan ready by December 2019.

5. Paramedic Requirement for Fire Entry:

Currently, the Village of Libertyville requires fire applicants to be a Basic Firefighter and EMT – B certified in order to take out an application. We have been fortunate for the last 13 years to have all of our new hires on the date they started be certified paramedics. This was a huge cost savings for the Village. Our most recent new hire is not a paramedic and will be starting Paramedic school in January. The cost to send an employee to paramedic school is extremely expensive especially when you include over time and loss of shift staffing when in school or performing clinical rotations.

Biology Prerequisite Tuition and Books:	\$ 1,697.65
Paramedic School Highland Park	\$ 3,525.00
Paramedic School Books	\$ 565.32
Estimated Overtime	<u>\$10,000.00</u>
Total	\$15,787.97

We are asking to have the Village and the Fire and Police Commission reassess this requirement for the next entry list in 2020. We would recommend that all applicants be certified Paramedics and Basic Firefighters at time of hire.

6. 2018/2019 Injuries, Illnesses and FMLA leave:

The current budget year has been overwhelmed with absences due to injuries, illnesses and FMLA leaves. This budget year is a continuation of on the job injuries which carried over from 2017/2018 FY. The fire department also had a firefighter pension disability retirement earlier and has one injured FF which may see the same result next budget year. The attached chart shows the absences for the current budget year.

We are estimating overtime at approximately \$400,000 which is \$270,000 over budget. A major factor which contributed to the high amount of overtime is our lack of flexibility to control overtime due to the minimum staffing clause in the firefighter CBA. As we move into the negotiation process with the Firefighters, overtime due to injury will be addressed.

7. Alarm Monitoring Changes:

FSS, our alarm monitoring service, is proposing some technology upgrades for our alarm monitoring network. Currently, we use a system (Keltron) that is connected to Vernon Hills dispatch with phone lines, this system is old technology and is becoming obsolete. FSS is proposing to install an internet connected (IP) system which would send signals to a central station (Acadian) and then to Vernon Hills dispatch via computer login, the "alarm panel" currently used at dispatch would then be removed.

To accomplish this, FSS anticipates equipment costs of approximately \$10,000 which FSS would be responsible for. Currently, FSS pays the Village of Libertyville \$36 per month or \$432 annually for each monitored alarm. FSS retains a \$5 per month/per alarm service fee or \$60 annually to administer the billing for the Village of Libertyville.

There is a cost to FSS for Acadian to monitor the alarms of \$2 per month / \$24 per year per alarm. We have approximately 507 alarms of which 20 are the Villages and are not charged. This leaves 487 direct connect alarms which nets the Village about \$181,000 per year, (\$31.00 per month / per alarm). The additional \$2/\$24 per alarm requested for the monitoring upgrade would reduce the current Village alarm monitoring revenue by \$11,688 per year. There is some savings with the elimination of the phone line in the amount of \$1,321.92 annually, this still leaves a \$10,300 gap.

Additional benefits to improving the alarm monitoring technology include a reduction and /or elimination of trouble alarms, this saves man hours and keeps vehicles off the road. Acadian also becomes a back- up alarm monitoring center for the Village, if the network signal is out between Acadia and dispatch, Acadia can call dispatch. This is not the case today if the phone line goes down between Libertyville and Vernon Hills. A phone app is also available for Libertyville personnel to check alarm status, place alarms in and out of service, and to check the systems overall health.

Currently, Mundelein and Lake Zurich use this technology and are very happy with it. We are looking at what these two agencies pay in order to determine if the \$24 annual fee per alarm is reasonable. Staff would like approval to continue negotiating with FSS for the best pricing to upgrade our alarm monitoring system and to negotiate a new contract with FSS to incorporate the changes.

Future consideration: There is the possibility that in the future the Village will not be monitoring fire alarms. If the Village moves forward with participation in the County 911 center, it is likely the center will not monitor fire alarms. This is common practice due to the fact monitoring becomes too overwhelming when you have multiple communities and thousands of alarms. The Village would still require monitoring however the monitoring would be done through a third party central station. This would eliminate all alarm monitoring revenue the Village receives.

8. Ambulance Transport Fee Waivers – Reductions:

Requests for waiving or reducing ambulance transport fees are increasing. Currently, the Village's policy for a request to reduce fees or waive fees is to offer a payment plan or reduce the fee to the resident rate with a payment plan. The increase in requests from patients has necessitated additional conversation with the Village Administrator due to the fact we are seeing more documentation from patients who have hardship waivers from the hospital or a court settlement and have had all or most of their fees waived. These system users then expect the same courtesy from the Village.

Staff is fine with the current policy and wants to make sure the Board is comfortable with the same.