Board Members Present:
Mr. David Angelus, Community Representative
Fire Chief Alan Berkowsky
Police Chief Richard Eddington
Division Chief Thomas Janetske, Director of Operations, Office of Emergency Preparedness
6th Ward Alderman Edmund B. Moran
Mr. Perry Polinski, Communications Coordinator
8th Ward Alderman Ann Rainey

Staff Present:
Mr. Steven Drazner, Assistant Director, Finance
Mr. Bruce Slown, Interim Director, Business Performance & Technology
Ms. Jennifer Spaulding, Information Systems

Presiding Officer:
Alderman Edmund B. Moran, Committee Chair

Summary of Action:
Alderman Moran called the meeting to order at 6:05 p.m.

1. Approval of Minutes.

Chief Berkowsky has one correction to the October 23, 2008 meeting minutes concerning the new tower construction (page 6, “Radio System/Antenna Tower Status”). In response to Alderman Rainey’s question on when it will be done, Chief Berkowsky says his reply was a “week or two out,” not specifying November 4th. Chief Berkowsky moved to approve the annotated minutes, Chief Eddington seconded, so moved.
3. **Police Laptop/MDB roll out time line (Mr. Slown)**

Mr. Polinski indicates Mr. Slown will present Information Systems’ (IS) summary of progress on the Mobile Date Browser (MDB) laptop installation and CAD400 system prior to proceeding with the budget.

Mr. Slown introduces Ms. Jennifer Spaulding, manager for implementation of the MDB laptop installation. Ms. Spaulding says IS has put together a tech strategy and plan, but wishes to note the Police have not yet signed off on this strategy and plan, it is not set in stone. Also, certain technical details have yet to be worked out, it is a draft.

Ms. Spaulding explains the strategy is broken out first on implementation, thereafter around roles and responsibilities. The joint project is divided between the Information Technology Department and Police Department. The implementation cycle consists of BPAT putting together the project plan and serving as project managers to assure we stay on schedule and on budget. The Police will sponsor “experts” who will sit in on meetings and ultimately make decisions about how things should be configured. Also there are administrators of the system to set it up, configure what appears on the screen, and which reports are produced. They will continue after the “go live.” After “go live,” BPAT distinguishes support between technical and application support. Technical support gets the equipment functioning, repaired, and replaced, being sure the connection is working every day. An active support agreement with the vendor will be written into the contract. On the Police side, the administrators will fine tune the system to particular needs as necessary. Also they are responsible for ongoing training. Which City Staff will be administrators has yet to be determined.

Alderman Moran asks if January 20, 2009, is a date on which we can reasonably expect progress?

Ms. Spaulding indicates that is a tentative date as IS still is putting together the contract scheduled to go before City Council on December 18, 2008. In the meantime, there is preliminary planning setting up dates for installation and training, and subsequent planning meetings. Once IS gets the signoff from City Council, we will finalize the plan and proceed to order Tough Books and get the laptops delivered and configured, all of which takes about a month. We have them put out to bid, we cannot do anything until the Council go ahead. We also have to deal with Verizon, and get the mounts installed in the squad cars. We want to examine all the options.
Alderman Rainey asks if the City has ever installed such things ourselves?

Ms. Spaulding says not that she is aware of.

Ms. Spaulding explains further that she still needs to work out software installation with SunGard Public Sector which has already completed its work with the Fire Department. Once Tough Books are obtained and everything is configured, ready to go, then we train Staff and catch up with last minute details. There are three days of training built into the contract proposed by the City. Not all Staff will be initially trained, certain Staff will then train the others. The proposed date is late January 2009. At that time we have thirty days support from SunGard to be sure hiccups are worked out. Subsequent support will continue, but the first thirty days are without charge. The “go live” date of January 20, 2009, is a very loose estimate.

Alderman Rainey asks if the Tough Books are available now?

Yes, they are. Ms. Spaulding says it is just a matter of from whom we buy them.

Alderman Rainey asks, “Have we gotten any bids yet?”

Ms. Spaulding and Mr. Slown indicate that the bid has just gone out with no response expected until the 18th.

Alderman Rainey asks, “Is that something you are looking for that is on hand?”

Mr. Slown says no, they build them by order. Generally it takes thirty days, but as they knew the City would be placing this order, they will take only twenty days. A problem with Tough Books is that they take forever.

Mr. Angelus thanks Ms. Spaulding for meeting with the Board. He is interested in her thoughts concerning the implementation plan. How are we going to roll this out? Will a few squad cars be fitted out first to make sure the system works, as opposed to making an overall untested installation?

Ms. Spaulding says that is an option to consider.

Mr. Angelus wants to see an implementation plan at some point. Also, an issue to address is that this will become a “mission critical” for the Police and the Fire
Department. Today they do not know because they do not have it, but “within twenty-four hours this is going to become a pretty critical piece of equipment.” He is interested in the case of laptop failure or a non-functioning system for whatever reason, what will we do to get it operable again? At a minimum, what is the contingency plan to get the Officer in the street connected? Also, once a squad car is outfitted with the new equipment he would like IS to set up a demonstration “to allow us to see what this is all about.” Chief Berkowsky agrees.

Chief Eddington mentions a case in which “a critical piece of evidence was what came up on the mobile data terminal in the Police car.”

Alderman Rainey asks, “What they are going to use this equipment for is the same thing they use with their current computer for, or no?”

Mr. Slown says that what they have now is a computer terminal, the new equipment is a complete PC. Each unit’s access to information would be much larger than before. Instead of asking Dispatch to get something, the Officers can do it themselves.

Mr. Angelus recalls that in the past, an Officer asked Dispatch for a map and it would show up on the screen.

Mr. Polinski says maps or documents can be pushed out. Often an Officer asks about a court date, that information would now be available at their fingertips. When assigned a call by Dispatch, information will appear on the screen in the squad car. They can acknowledge the call electronically, log themselves en route to the scene, so this replaces what is presently done via radio.

Chief Berkowsky adds, “It has a larger bandwidth over all the other applications we have thus far, so we can push out more information. Also, it will lend itself to wireless reporting which we did not have in previous applications.

Mr. Polinski states there is access to State licenses, one can run license plates, do name checks, backgrounds.

Alderman Rainey asks, “Do they give C250 [sp?] connection?”

Mr. Polinski believes not at this point, but he is sure it has the capability.
Alderman Rainey asks, “Can it print a moving violation ticket? That is so time consuming out there…”

Mr. Polinski says that is something we must look at.

Division Chief Janetske adds that is the part that is most exciting, once they have this technology in their squad car, it is like automating the Police Department. All of the work the Officers do when they write, when they develop strategy, a lot of this becomes electronic. This is like a front door to the future.

Alderman Rainey agrees, indicating that “there are times when she requests Police reports on crimes in her ward, and there are times when they are illegible… it’s terrible.” She asks if all the Officers are accepting the technology?

Chief Eddington explains that once we go through this door, the volume of information available to the Officer will dramatically increase in the relatively near future, whether it is the background or the location you are going to on a call, access to Chicago databases… “I can see a point in the not too distant future where you come back to the squad car, there will be a pad on the outside of the car, your put a thumbprint on it and it will do a fingerprint check right there…” Phenomenal access to information will be opened to each individual Officer.

Alderman Rainey thinks that cameras and microphones are also important, they all also must work. “How is that going?”

Chief Eddington says that it is going slowly, but we are getting there. In this Capital Replacement cycle we have added cameras and if you get stopped in traffic in Evanston, it gets recorded. “It has been a long process money-wise and culturally, but we are getting there.”

2. **Emergency Telephone System FY09-10 Proposed Budget.**

Mr. Polinski presents the *Emergency Telephone System Fund Summary (Fund #205)*, and points out that the projection for wireless is based on Illinois legislation passed at the first of the year increasing the wireless almost 18%. Thus the dramatic increase over last year in the budget.
Alderman Rainey asks, “You’re decreasing the surcharge revenue for land line phones, but you are not projecting any increase in the wireless phone charges?”

Mr. Polinski says that historically we average $350,000 to $400,000 annually, thus the projection of $350,000 in FY09-10. He is being cautious as this was enacted January 1, 2008, and he will have a better picture on the wireless side after this year. On land line revenue, it has fluctuated and is difficult to project. Another factor concerning land lines is the introduction of VOIP which is unregulated as to cost recovery. There are VOIP carriers such as AT&T and Vonage that voluntarily submit a surcharge remittance. T-Mobile at Home markets consumers that are already T-Mobile wireless customers. “T-Mobile at Home utilizes internet and wireless technology, so you have a base or router which, if you are in close proximity with your handheld to that device, it switches to the internet which is much cheaper than land line or wireless. Once you get a distance away from the base, you switch back from the internet to wireless technology.” His big question is how much does the City receive in surcharge revenue? Speaking with T-Mobile, the City is already receiving $.58 out the $.73 charged for the wireless. The only other way to realize additional revenue is if the consumer is to add more devices.

Alderman Rainey wonders if any community ever does an audit of these receipts from surcharges?

Mr. Polinski believes so, some time ago, but he does not know the results. Obviously we must watch this closely to see which way it will go.

Alderman Rainey asks, “How do we show this budget in our presentation? We do not do unbalanced budgets which this is without taking into account allocating some of the fund balance... How do we explain the discrepancy?”

Mr. Drazner explains that, in terms of the presentation, there are two ways of showing the same thing. You can either show under the revenue section “applied fund balance,” and put in a revenue number for that which would zero out the deficit, or you can show it the way we have it here... not use applied fund balances, just show it as a deficit number.

Alderman Rainey asks, “You mean there is no restricted fund balance? Shouldn’t that be restricted to some extent by us? Is this open-ended?”
Mr. Drazner explains, “We are using the fund balance for E911 purposes, though. It is staying within the fund, we are not transferring it to an outside fund. I think it is okay to use fund balance as long as it is for expenditure in the E911 Fund.”

Alderman Rainey agrees. She thinks, “We ought to budget an amount that is to be spent, not just get this huge pot that we dip into and use whenever we need it. That is my concern.” It is certainly showing a deficit, yet expenditures are less than revenues.

Mr. Drazner believes we increased the wireless revenue. There were duplicate expenditures in Capital Outlay which we corrected which improved the situation. “Based on the knowledge we currently have, I believe this is an accurate picture of where we are going to be, assuming we don’t have any additional Capital Outlay expense, and you do not need any additional employees in this fund.

Alderman Moran says Alderman Rainey’s point is there is a flux occurring without any definite explanation which makes him nervous.

Mr. Drazner says an unanticipated large Capital Outlay expenditure in the future, or a shortfall in the revenue income estimate can throw the balance off.

Alderman Rainey asks if this balance includes the E911 Fund?

Mr. Angelus says we need confirmation that the $2,460,183 figure is really there, and we “walk forward.” We take the last set of numbers that show a deficit and walk forward and account for each of the items that are taken out. We should be able to land on the second set of numbers. Here the numbers on one page are different from the other page, it does not inspire a lot of confidence when the numbers are different.

Mr. Drazner says that he did not do anything with the old version of the financial statement, he cannot put any confidence in that. All he says is that from March 1, 2008, going forward, he believes these numbers are accurate as long as all expenditures have been brought to his attention and incorporated. The revenues are much lower in the old version. Current revenue income projections are significantly higher.

Chief Berkowsky agrees saying that in FY05/06 there were some expenses that were never added up, which altered the balances. For example, the radio tower was budgeted at $250,000, the bid came in as $154,000, plus we had a $112,000 grant which
were not noted. Also there were things listed with good intentions that never materialized.

Alderman Moran says in the original projections last year, “We were pretty deep in the red.” Not that he is unhappy with a positive fund balance of almost $1,600,000, but how did this come about?

Chief Berkowsky says that when the original projections are made, you put in the numbers you are familiar with. That is a factor in the discrepancy.

Mr. Polinski mentioned that in the past there was $70,000 budgeted every other year in routers, printers, etc., which was highly inaccurate. He adjusted that sort of thing and other unspent budget items.

Chief Berkowsky asks if we should talk about SunGard now, before passing on the budget?

Mr. Polinski says we should vote if there are not any more questions on line item expenses.

Alderman Rainey moves that the budget be approved.

Chief Berkowsky asks if we should do that, because it is important that we clean out those items that are going to overextend us.

Alderman Moran agrees.

4. **CAD400 Contract Execution Request (Budget Request Memo)**

Mr. Polinski reports, “We migrated recently from CAD5 to CAD6 to find out shortly after that, that our software vendor is discontinuing the CAD6 product.” Our option was basically to go with their CAD400 product. The Board’s biggest concern was compatibility with peripherals in term of Police and Fire records management, MDB, and digital mapping software. We visited Downers Grove, which has had CAD400 for twenty years, they are extremely happy with it. It is reliable, uses the AS400 platform which we just upgraded, and has no issue with compatibility with peripherals. Included is a copy of the contract and, as Mr. Madden previously said, it is not unusual in the software industry for vendors to announce four years in advance.
that products are going to be discontinued, and offer discounts. In this case, we are
being offered a 50% discount. The catch is that we need to execute a contract with
SunGard by the end of the year. In the contract we budgeted for $130,000. The base
total in the contract is $89,500. Considered separately is data conversions, so… all told,
if we convert all of the data items on the second page, it will be $111,000. We will know
more as we move closer to the migration what data we will need electronically
converted and what data we can manually handle ourselves. This was handled
similarly with past upgrades. The question tonight is whether or not to approve going
ahead and executing a contract with SunGard for CAD400. The sunset on the product
is January 1, 2012, although he does not intend to wait that long to implement this. We
must, however, consider IS’s resources and other ongoing projects. In the Capital
Replacement schedule, Mr. Polinski split the $130,000 between $50,000 in FY08-09, and
the $80,000 balance in FY09-10.

Chief Berkowsky moves to approve the execution of the CAD400 contract with
SunGard this year. Alderman Moran seconded.

Mr. Angelus says that the contract may be a good thing, but he still is concerned
that what you just said now is different from what we have here in the budget. “If we
are going to start with a clean set of books, we should be sure they are clean.”

Mr. Polinski agrees. He said he spoke with Sal’s executive at SunGard and, in
light of the fact we were notified after the first of this year, “I told him that this $44,000
due upon contract execution basically we were not going to pay until our new fiscal
budget year started. That was agreeable and fair.” Also, Mr. Polinski says in response
to a question about a locked-in 10% annual increase in the service contract, typically
SunGard support increases range about 3% annually.

Mr. Angelus still wants to reserve the right to come back and address the
continuing discrepancy problem.

Mr. Polinski asks for any more questions on Capital Replacement items?

Chief Eddington made a motion to approve execution of a contract for CAD400
with SunGard Public Sector, Inc., it was seconded by Mr. Angelus.

Alderman Moran asks for any more discussion? Returning to the budget vote.
Mr. Angelus made a motion to accept the Emergency Telephone System FY09-10 Proposed Budget, it was seconded by Chief Eddington, so moved. The budget is passed for Council consideration.

5. New Business.
6. Adjournment.

As there is no new business, Alderman Moran moves to adjourn, Mr. Polinski seconds, so moved. The meeting adjourns at 6:55 p.m.

The next scheduled E 911 Committee meeting is Thursday, January 22, 2009, in the Aldermanic Library at 7:00 p.m.

PP:djw