

DU-COMM

DuPage Public Safety Communications

420 N. County Farm Road, Wheaton, IL 60187
(630) 260-7500 Main
(630) 924-9280 Fax
www.ducomm.org



CHIEFS OPERATIONS COMMITTEE MEETING - MINUTES

Tuesday, June 9, 2020 – 1:00 p.m.

Virtual Meeting

Director Tegtmeier called the meeting to order at 1:06 p.m.

1. ROLL CALL / AGENCY – via Zoom:

Deputy Chief Jim Durbin	Bartlett PD	Chief Roy Newton	Lombard PD
Chief William Gabrenya	Bartlett FPD joined at 1:09	Deputy Chief Ray Kickert	Lombard FD
Chief John Madden (Vice-Chair)	Burr Ridge PD	Chief Barry Liss	Oak Brook FD
Chief Rob Schultz	Carol Stream FPD	Chief Mark Bozik	Roselle FD
Chief Brian Leahy (Chair)	Clarendon Hills FD	Chief Dan McCann	Villa Park PD
Deputy Chief Jim McGreal	Downers Grove PD	Chief Ron Rakosnik	Villa Park FD
Chief Jeff Pindelski	Downers Grove FPD	Chief Patrick Tanner	West Chicago FPD
Deputy Chief Bill Anaszewicz	Elmhurst FD	Chief Bill Murphy	Wheaton PD
Chief Russ Wood	Glenside FPD	Chief Bill Schultz	Wheaton FD
Deputy Chief Rich Cassady	Glenside FPD	Chief David Schar	Winfield PD
Deputy Chief Terrence Sherrill	Hanover Park PD	Chief Steve Evans	Winfield FPD
Assist. Chief Eric Fors	Hanover Park FD	Chief Andy Bonomo	York Center FPD
Chief Ron Wilke	Lisle PD		

DU-COMM STAFF: Executive Director Tegtmeier, Deputy Director Lamela, Deputy Director Baarman, Executive Secretary Keifer

2. Approval of Minutes

A. May 12, 2020

Chief Wood made the motion to approve the May 12, 2020 minutes and Chief Rakosnik seconded. Motion approved by unanimous voice vote.

3. Executive Committee (Chief Leahy)

A. May 27, 2020

Director Tegtmeier note the discussion on the ETSB meeting.

Next meeting: June 24, 2020

4. Report of the Committees

A. Support Services

Report: May meeting cancelled

Next Meeting: July 1, 2020

AC Fors noted a virtual meeting in July.

B. Police Operations (Chief Dave Schar)

Report: March meeting cancelled

Next Meeting: July 22, 2020

C. Fire Operations (Chief Russ Wood)

Report: May 21, 2020

Next meeting: June 18, 2020

Chief Wood noted a review of box cards as staff continues work. Discussed LiveMUM operations between DU-COMM an ACDC. Approved Pulse Point survey for members (sent last week). Added specialty teams to the channel guide.

5. ETSB Report

A. Minutes: None

Next Meeting: June 7, 2020 – Special Call Meeting

Director Tegtmeier noted a virtual meeting yesterday, meeting on Monday's while remote. YouTube link emailed yesterday. Many questions and there may be misunderstanding on the differences in the three PSAPs. DU-COMM attempted to answer those questions. Discussed additional ETSB staff. DU-COMM has support staff, but must work within access and control limits. Education is key with

* Bartlett FPD • Bartlett PD • Bloomingdale FPD • Burr Ridge PD • Carol Stream FPD • Carol Stream PD • Clarendon Hills FD • Clarendon Hills PD • Darien PD • Darien-Woodridge FPD • Downers Grove FD • Downers Grove PD • Elmhurst FD • Elmhurst PD • Glen Ellyn FC • Glen Ellyn PD • Glenside FPD • Hanover Park FD • Hanover Park PD • Hinsdale FD • Hinsdale PD • Lisle PD • Lisle-Woodridge FPD • Lombard FD • Lombard PD • Oak Brook FD • Oak Brook PD • Oakbrook Terrace FPD • Oakbrook Terrace PD • Roselle FD • Roselle PD • Villa Park FD • Villa Park PD • Warrenville FPD • Warrenville PD • West Chicago FPD • West Chicago PD • Wheaton FD • Wheaton PD • Willowbrook PD • Winfield FPD • Winfield PD • Woodridge PD • York Center FPD •

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support of Chiefs. Glen Ellyn Manager Franz recommends direct funds to PSAPs. Chief Bonomo noted Chiefs and Village Managers should watch the video. At some point the DuPage Police Chiefs Association and Fire Chiefs Association may need to be engaged.

The Director noted the replacement of Apex radios decision. We may want the ESTB to buy radios, but when, and are the current radios still reliable? DU-COMM moved from the radio maintenance contract to a time & materials agreement. Current ETSB draft, a \$9million expenditure to replace phase 1 radios (police). The many dual-band VHF police radios could be repurposed for the fire service, but these are not the green ruggedized radios. The Sheriffs' radios are dual-band VHF. Phase 2 would replace fire service radios, and may review mobile needs. Must pay attention to this expense, is it what we want, and when.

B. PAC Update

DD Baarman noted the review of the draft Wave application. The ETSB may allow the Wave mobile app be purchased by agencies to access Starcom radios from mobile devices. It was sent to the ETSB, but returned to the PAC with additional questions. LTACC added Countryside and requested the same talkgroups that were previously shared, but no action was taken.

6. Staff Reports

- A. Directors Report – May
- B. Operations/Training Report – May
- C. Support Services Report – May
- D. Human Resources Report – May
- E. Revenue Expenditure Report

Director Tegtmeier noted reports with updated stats. Focus was pandemic until the civil unrest response last week. The Director noted staff programmed many extra radios in response to the unrest, and the coordination efforts by OEM COML John Nebl.

7. Old Business

A. ETSB DEDIRS Radio Project

DD Baarman noted effective June 1, DU-COMM moved from a contract to a time and material agreement for radio maintenance. DU-COMM cannot bill for any work not approved via Asset Panda. If an agency sends a help ticket to DU-COMM, it will be forwarded to Asset Panda and after the ETSB approves it, the order will be added to Track-it for Techs to begin the work. If you have questions, please submit a help ticket first, and DU-COMM will call you. This step will allow us to capture the needed time for all members. If response is slow it is due to the needed ETSB approval. DEDIRS to conduct yearly preventative maintenance. Motorola will be at each RF tower site (one per day). The site will be off the air for about 30 minutes for amp alignment and to go through each channel. Will note out-of-service prior to the start of work. All sites should be done by the end of next week.

B. ETSB CAD/RMS

Director Tegtmeier noted the 60 day report, which was a summary of their 60 day report. Staff worked through the outage information and made recommendations. Action on one Tech Committee recommendation, to add more redundancy to the CAD switches, was approved yesterday at ETSB. The increase from two to four switches will limit the loss of consoles if a switch fails. The CAD and FSA user groups meet regularly. We must formalize our ETSB requests, which slows the process. DD Baarman noted a move to full ETSB image on CAD in the next few weeks. Will transfer DU-COMM information off the CAD machine to a separate computer to help ETSB isolate issues.

C. Fire Station Alerting

Director Tegtmeier noted the joint committee. Chief Schultz noted a few items under consideration are PSAP specific. Biggest focus is storm mode to ensure consistency across the PSAPs with some integration between the two. Will be discussed at the next Fire Ops meeting, but activity is slowing. More information to follow.

8. New Business

A. Approval of Written Directives - discussion

Director Tegtmeier noted the memo from DD Lamela regarding direction on which Written Directives need approval by Chiefs. DD Lamela summarized the memo. Chief Bonomo noted about 25 Written Directives relate to Fire agencies and asked if they are available on the DU-COMM website. Director Tegtmeier noted DU-COMM works to provide access to PowerDMS (one per agency) and approved policies would be sent to that contact to sign for updated policy. Plans slowed due to the pandemic. Further discussion ensued on how to solicit input from agencies. Chief Newton suggested the subcommittees review, make changes, and vet policies. The Director noted the most important chapters to Chiefs would be: 6, 8, 9,10,11,12,13,14,15. The other chapters would be approved internally. We intend to keep bringing changes to the subcommittees, but should they stop there, or be recommended to the Chiefs, which has been the practice. Due to the recent lack of meetings, policy approvals fell behind, and they may not have been vetted by a subcommittee. Chiefs Bonomo asked about Chapter 7 and the Director noted the chapter is for continuing education, etc. He noted staff training memos are emailed to agencies.

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Chief Schultz suggested a flowchart be created to identify policies that need approval, which would be added to the direction. Chief Tanner suggested a flowchart breakdown by chapters, and the Director noted DD Lamela would create a flowchart for the next meeting, and it was agreed. Further discussion ensued and the Director noted staff will bring a plan on how to vet and the steps to approve. He noted Fire Ops is mostly Chiefs and Deputy Chiefs, but Police Ops is mostly sergeants and operational staff. Chief Wood suggested a test at the Fire Ops meeting next week.

B. Written Directive 15.00.00 – MABAS Operations

DD Lamela noted the changes relate to Division 12 upgrades and discussed at great length at Fire Ops, but the final was not reviewed. Director Tegtmeyer had asked Chief Wood if it was okay to proceed to approval, or should it return to Fire Ops. Chief Wood noted the loss of quorum at the last Fire Ops, but the majority felt the directive could be pushed to Chiefs, as any further discussion could happen there. Chief Bonomo noted item 6.2.1.5 “TCs must always retrieve the box card”. Agencies without current box cards on file at DU-COMM would get whatever was submitted. If needed, agencies can add the number of each apparatus and would get that equipment with the quantity versus the running order, and DD Lamela agreed. Chief Bonomo asked about item 6.3.1, if Z units are the same as noted in the training memo, and DD Lamela confirmed.

Chief Wood made the motion approve Written Directive 15.00.00 and Chief Bozik seconded. The motion was approved by unanimous voice vote.

C. Written Directive 9.03.00 – CAD Down

Director Tegtmeyer noted resource changes relate to the four attachments, which may not be in the packet. The notification was changed in the policy. Chief Bonomo suggested “All call” be added to 6.1.6 for consistency, after all fire department general tones, and DD Lamela agreed. The Director noted the Scribner’s error would be corrected

Chief Tanner made the motion to approve Written Directive 9.03.00 and Chief Bonomo seconded. The motion was approved by unanimous voice vote.

D. DU-COMM Chiefs Committee – Nomination/Election of Vice-Chairman

The Director noted Chief Leahy served two (two-year terms) that expires in July. Chief Madden to Chair starting in July. He noted the need to fill the Vice-Chairman position.

Chief Leahy made a motion to nominate Oak Brook Fire Chief Barry Liss. Chief Tanner made a motion to nominate Wheaton Fire Chief Bill Schultz. The Director asked three times if there were other nominations, and there were none.

The Director noted the difficulty to have an election in a virtual meeting, and Chief Schultz noted although willing to step-up, if Chief Liss is interested Chief Schultz would redraw the nomination. The Director inquired if Chief Liss accepted the nomination and Chief Liss confirmed, but said if Chief Schultz wants the position that was okay. The Director noted the position includes a commitment to the Executive Committee meeting schedule. Chief Tanner withdrew the nomination of Chief Schultz. The Director requested a motion to close the nomination.

Chief Madden made the motion to close the nominations and Chief Evans seconded. The motion was approved by unanimous voice vote.

Chief Bozik made the motion to appoint Chief Liss as Vice-Chairman of the Chiefs Operation Committee, and Chief Rakosnik seconded. The motion was approved by unanimous voice vote.

9. Other Business

10. Adjournment

At 1:44 p.m. Chief Wood made a motion to adjourn the meeting and Chief Madden seconded. Motion approved by unanimous voice vote. Meeting adjourned.

Respectfully submitted,
Christine Keifer
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