

# DU-COMM

DuPage Public Safety Communications  
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www.ducomm.org



## EXECUTIVE COMMITTEE MEETING – MINUTES

Wednesday, March 22, 2023 – 7:30 a.m. Hybrid  
DU-COMM, 420 N. County Farm Road, Wheaton, IL

Mayor Brummel called the Executive Committee meeting to order at 7:32 a.m.

### 1. Roll Call

\* at 420

Mayor David Brummel (Chairman) *	City of Warrenville
Mayor Rod Craig (Vice-Chairman) *	Village of Hanover Park
Manager David Fieldman (Secretary) *	Village of Downers Grove
President Timothy Deutschle (Treasurer) *	Bloomingtondale FPD
President Brent Frank	Lisle-Woodridge FPD
Administrator Michael Guttman*	City of West Chicago
Manager Scott Niehaus*	Village of Lombard
Fire Chief Rick Sanborn, Jr.	York Center FPD
Police Chief John Madden *	Village of Burr Ridge
Fire Chief Mark Bozik*	Roselle FPD

### **Staff:**

Executive Director Robb\*, Deputy Director Lamela\*, Deputy Director Baarman\*, Finance/HR Manager Athitakis\*, Systems Coordinator John Lozar\*, MIS Manager Scott Klein\*, Executive Secretary Keifer\*

### **Guests:**

Attorney John Kelly - Ottosen DiNolfo Hasenbalg & Castaldo, Ltd.\*, Roselle Police Chief Steve Herron\*, West Chicago Fire Chief Tanner

Attorney Kelly noted currently, the Governor's Emergency order set to expire on May 11, 2023, which will no longer allow hybrid meetings without a quorum being present.

### 2. Public Comment

None

### 3. Consent Agenda:

#### **Recognition:**

- Proclamation 23-001 – John Lozar – Systems Coordinator
- Proclamation 23-002 – Roselle Police Chief Steve Herron

Mayor Brummel read Proclamation 23-002 for Roselle Police Chief Herron and Chief Herron noted DU-COMM a great organization due to the leadership, Board of Directors, all the member agencies, and certainly all the Telecommunicators, the silent heroes. He noted his work, with Coordinator Lozar, to resolve radio issues and help improve their job and wants to thank each and every Telecommunicator for all they have done. Chief Bozik noted Chief Herron's retirement celebration will be tomorrow at the Fire Department from 2-5 p.m.

Mayor Brummel read Proclamation 23-001 for Systems Coordinator John Lozar, and Coordinator Lozar noted his 29 years and all the projects; MDT, 600 Wall facility, Fire South Repeater system he helped design and build, along with the STARCOM and DEDIRS network. Sad to leave, but it is time. Thanked DU-COMM administration, the Chiefs, the Executive Committee, and the Board for allowing this opportunity.

#### Minutes

- February 22, 2023 Minutes

#### Financials

- Monthly Revenue Expenditure Report – February 2023
- Monthly Bill Listing – February 2023

# DU-COMM

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## New Business

- F. Virtual Server Purchase
- G. Surplus Equipment Disposal List

Manager Niehaus made the motion to approve Consent Agenda items 3A, 3B, 3C, 3D, 3E, 3F, 3G, and Manager Fieldman seconded. The motion was approved by unanimous roll call vote.

## 4. Committee Reports

A. Chiefs Operations Committee Report – March meeting cancelled  
Chief Madden noted no meeting.

B. Finance Subcommittee Report – March meeting cancelled  
Administrator Guttman noted no meeting in March, but will meet in April.

C. DuPage County ETSB Report – Administrator Guttman

Administrator Guttman noted no quorum at the regularly scheduled meeting, but ETSB met last Monday and Manager Franz attended and got the report on Des Plaines. Learned a referendum may be necessary and the State's Attorney to research further. Manager Franz shared the perspective the Executive Committee articulated; this is not in the best interest of DuPage County and should not spend any more resources on it. Administrator Guttman sent an email to Director Zerwin to also express that prior to his leaving town. Des Plaines to be discussed at the next ETSB meeting. Two weeks ago, Director Zerwin sent an updated IGA (PSAP) to the Addison Village Manager and him. Administrator Guttman had advised the ETSB regarding points he thought we would want in the IGA, and conceptually the points were added. He will meet with Director Robb to discuss the standardization of operations component. While Addison agreed with DU-COMM on the larger policy issues, they recently stated they are unsure if it will work, and would rather the ETSB keep the funds. This is odd, because they had noted they wanted the money for radio replacements in the future. Administrator Guttman hopes to address the matter with the Addison Manager in the next few weeks. Mayor Brummel noted a conversation with Chairman Schwarze several weeks ago to state our position and our decision not to accept Des Plaines, but the response was very non-committal. Administrator Guttman noted DuPage County Chair, Deb Conroy to tour DU-COMM on March 30<sup>th</sup>.

## 5. Staff Reports

A Director's Report – Jessica Robb

Director Robb summarized report in packet, telephone change order approved at the March ETSB meeting. Eight TCs in training, three to start classroom in April. In-person interviews scheduled this week, and more to follow. Application process to continue till staffing levels are met. Manager Athitakis and staff attended multiple job fairs. Union mediation meetings scheduled for March 27 and April 5. Will discuss with attorney and mediator ability to correct some misinformation to members. During 9-1-1 Goes to Washington, Attorney Kelly provided invaluable assistance to the Director. U.S. Representative Sean Casten to tour DU-COMM on April 6. DuPage County Board members Lucy Evans, and Yeena Yoo met with DU-COMM leadership, including Mayor Brummel, and toured the facility on March 16. Mayor Brummel noted a productive conversation, and will try to meet with County Board members to make them aware things are drastically wrong and not sustainable. Director Robb noted meeting with SD87 set for March 24 regarding 9-1-1 Inform, and ACDC and the Sheriff to join the meeting. The All Agency meeting set for March 20 was rescheduled to May 22, due to an emergency. Looks forward to meeting with the entire staff and answer questions. Will review 2023 goals that will be provided to this group in April. Work to standardize dispatch policy with DuPage Saturation team and will meet with all stakeholders on March 24 to discuss the implementation procedures for a countywide flash channel. The Saturation team to attend DU-COMM rollcalls on April 17. They selected DuPage Sheriff TAC5 for the new flash channel and Coordinator Lozar programmed the consoles.

Manager Niehaus noted a discussion with Director Robb yesterday, that if the contract is not settled after the two meetings, maybe a discussion at the April meeting to provide the Director authorities to wrap it up. Also, before we add it to a Board agenda, the union needs to vote to ratify. As the next Board meeting is July, suggested a Board Special Call meeting, to get the new pay scale on the street, and it was agreed.

B. Operations Department Report - Nicole Lamela

DD Lamela noted a new classroom for four to start April, and another group to start in June. One TC will complete training next week. GIS issues continue in CAD after departure of ETSB GIS Coordinator. Yesterday, she spent a large portion of the day advising ETSB how DU-COMM uses the system and the expectations, also done last month. The Protocol upgrade postponed, and the ETSB asked DU-COMM to gather needed information. Ten-second delay on 9-1-1

# DU-COMM

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transfers to DU-COMM from ACDC and NWCDs may be the Lombard trunks, but AT&T continues to work on it. Advised the phone system upgrade should resolve this problem, but not yet scheduled. DU-COMM to be primary dispatch for Hinsdale and Clarendon Hills for MABAS Division 10. DU-COMM will be the primary MABAS dispatch for all our Fire Departments. CAD updated to reflect this change that will start April 1. Question regarding new police radios; when will GPS be provided. VPPD event off I294 and officer jumped out of his vehicle to give chase, and TCs did not know his location. We asked for Chicago Priority, channel the IL State Police use and our officers switch to when they leave DuPage area. Chief Herron helped us get it added to our consoles, instead of on a portable radio. Yesterday, learned the project was closed in Monday.com and we await the ETSB response regarding why the project was closed. Work continues on the SIS to CAD interface for the alarm board. Mayor Craig noted the ETSB closed the project before it was completed with the ISP. Chief Herron noted the project was approved by the ISP, and MOU with ETSB updated. Chief Herron recalled it approved at the PAC level, and assumed it was approved at the ETSB level. ISP agreed to everything requested including the exchange of other STARCOM channels. DD Lamela noted DU-COMM to follow-up on the permission to add to the consoles. Further discussion ensued and Chief Herron to forward recent information from ISP to Director Robb. Chief Madden asked if GPS still an issue, and it was confirmed. DD Lamela noted Motorola does not have anything to integrate into the CAD system, but will provide two computers on the bridge, but this is not helpful to the TCs on the channel trying to locate the officers. Further discussion ensued. Chief Madden noted attended a Saturation Detail briefing last Thursday, and many questions asked about the selection of the priority channel, the patch, etc. Manager Niehaus noted Chiefs need to know TCs cannot track officers if they get out of vehicles. DD Lamela noted a list of issues to address with the ETSB. Director Robb noted meeting on Friday with Saturation Detail regarding DuPage county radios. ACDC, DU-COMM, ETSB to attend, and offered to all participating agencies. These are high risk missions, and we need to ensure the right systems are in place to support officers on these missions. Chief Madden noted the radio systems work great, truly interoperable. Mayor Craig noted the need to keep risk low for those on the street.

Manager Niehaus left meeting at 8:09 a.m. and returned at 8:11 a.m.

## C. Support Services Department Report - Matt Baarman

DD Baarman noted focus on the transition plan for Coordinator Lozar and Technician Licht retirements. Work to get permits for the required two microwave links for towers on the SEDCCRN ring, and will add a few additional links. Work with Darien (tower project) and with Hinsdale (water tank painting) to keep outages to a minimum. Updates to firewall software completed for member agencies connections.

## D. Administrative Department Report - Angela Athitakis

Manager Athitakis noted focus to hire/train. Currently, at 65 TCs. Three to start in two weeks, and more will start in upcoming months, leaves 15 TCII and 4 TCI positions to fill going into the new fiscal year. Staff attended six job fairs since the last meeting, two with very promising participation and an uptick in online registrations that doubled from the previous month. Community events today and tomorrow where we see the most interest, versus colleges, but use college fairs to promote the two open Technician positions. Four Tech applicants in the last two weeks and to keep position open through April or until filled. Uptick in illness, Admin staff impacted. Working on union contract offers and prepares to close FYE23, and start audit prep. The FYE24 budget error and the estimated \$1.2 million not received from the ETSB, but in this year's budget, to be reviewed by the Finance Subcommittee. TC week in April and accepting donations of food, Proclamations, etc. Memo in packet with more information.

## **6. Old Business**

### A. Alarm Fees – Update

DD Lamela noted work continues to organize and track alarms, need NORCOMM response, members rebate due at the end of the year. Will update alarm fees again in six month.

## **7. New Business**

## **8. Executive Closed Session for the purposes of discussing:**

- A. Personnel matters (5 ILCS 120/2 (c) 1)
- B. Collective negotiating matters (5 ILCS 120/2 (c) 2)
- C. Purchase or lease of real property (5 ILCS 120/2 (c) 5)
- D. Pending, Probable, or Imminent Litigation (5 ILCS 120/2 (c) 11)

The Executive Committee did not enter Executive Closed Session.

# DU-COMM

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## **9. Other Business**

Director Robb noted Chief Herron's retirement created an opening for the police representative the PAC. An error made in filling the vacancy, which should have been offered to all our police agencies. Pleased when Chief Rivas offered to take the position, after she heard many were not interested. Still learning the process and apologized for the error. Chief Rivas met with DD Baarman and DD Lamela to discuss the position.

**Next Meeting:** Wednesday, April 26, 2023 – following the 7:30 a.m. Board of Directors meeting at: DU-COMM, 420 N. County Farm Road, Wheaton, IL

## **10. Adjournment**

At 8:19 a.m. Manager Niehaus made a motion to adjourn the meeting and Manager Fieldman seconded. The motion was approved by a roll call vote. Meeting adjourned.

Respectfully submitted,

*Christine Keifer*

Christine Keifer