

**DU-COMM - Police Operations Subcommittee – Meeting Notes**  
**July 27, 2022 13:30 - Virtual**  
**DU-COMM, 420 N. County Farm Road, Wheaton, IL**

**In Attendance:**

Bartlett	Cmdr. Kyle Rybaski	Oak Brook	DC Reid Foltyniewicz
Burr Ridge	Chief John Madden	Roselle	Chief Steve Herron
Burr Ridge	Sgt. Ryan Husarik	Roselle	DC Shawn Kooistra
Carol Stream	Chief Holmer	Roselle	DC Rob Barreto
Darien	DC Jason Norton	Villa Park	DC Dan McCann
Downers Grove	Sgt. Andy Blaylock	Warrenville	DC Jeff Jacobson
Elmhurst	Sgt. D. Bishop	West Chicago	Chief Colin Fleury
Glen Ellyn	Cmdr. Norm Webber	West Chicago	Cmdr. Eugene Samuel
Hanover Park	Sgt. Todd Carlson	Wheaton	Lt. Van Dillenkoffer
Hanover Park	DC Matt Riedel	Woodridge	DC Stefanson
Hanover Park	DC V. DiVito	Woodridge	Sgt. Dennis Brinkman
Hinsdale	Chief Brian King	DU-COMM	DDO Nicole Lamela
Hinsdale	Sgt. Mark Wodka	DU-COMM	DDS Matt Baarman
Lisle	Chief Kevin Licko	DU-COMM	Coord. John Lozar
Lombard	DC Joe Grage	DU-COMM	TRN Coord. Amanda Schretter
Lombard	Sgt. Joe Menolascino	DU-COMM	TC Tracy Severson

1. Call to Order

DDO Lamela called the meeting to order at 1334 hrs.

2. Approval of Minutes

A. May 25, 2022 – Meeting Minutes

Sgt. Dennis Brinkman made the motion to approve the May 25, 2022 meeting minutes, and Lt. Van Dillenkoffer seconded. The motion was approved by unanimous voice vote.

3. Staff Reports:

DD Lamela advised the LEADS forms were up and running and the group was asked to use the forms. If an agency wants to use their own forms they must be updated to include all of the new data fields. DU-COMM has provided dropdowns, so the requesting officer doesn't have to guess what to put in the field. Contact DD Lamela with questions on how to get to them.

DU-COMM is hiring and will be asking for background to be completed. There are two new applicants starting in August and an additional three in October.

4. Old Business:

A. Blue Shirt Committee – DDO Lamela noted a meeting and a survey was sent, due at the end of the month. Nothing has come out of the meeting thus far, as they work to get back to meeting again.

B. Mental Health Legislation

DDO Lamela was appointed the PSAP representative for EMS Region 8. CESSA (Community Emergency Services and Support Act). A group was formed of EMS, Fire, Police, and Mental Health representatives. The group was tasked with coming up with solutions to support the law that will go into effect in January regarding public safety responses to mental health calls. There was one meeting to set ground rules. A summary will be sent in the Chief's packet and there will be updates at Police Operations. No changes have been suggested at this time. On July 16, 2022 the 9-8-8 number was rolled out, which will replace the 10-digit number to the suicide prevention hotline.

### C. LEADS Extranet – Form update

Discussed above regarding the request to use for LEADS entries.

### D. Radio Project Update – Coordinator Lozar

Coordinator Lozar sent an update a few weeks ago to the group about what was being done at the Police Ops Focus Group. There will be different phases to this project. The goal is to deploy the radios and have sufficient time to discuss the details. Coord. Lozar reviewed slides regarding the configuration that the group was reviewing. It was explained that because the radios are different from ones used today, the goal is to have everyone get a radio and become comfortable with it (Phase I). Additionally, in this Phase, agencies will be sent a sheet to complete about radio and system aliases. Phase II is more complex and will be fire dependent. Tactical channels will be relabeled as PD OPS talk groups. There is one for each of the main dispatch talk groups and there will be additional catchalls if an event needs to roll over to a second channel; renaming MERIT channels and having a Statewide 1 and 2.

Adding the PD Ops talk groups will require the addition of a new encryption scheme and touching every radio. Phase III will involve the PSAP, and the recommendation is to rename the main talk groups. Chief Herron noted that a backup to the 800 channels will be a 7LTAC channel. The APX4000 radios were also discussed. The Next radios are being pushed out to the police officers. The APX4000 is limited to 48 encryption keys and will only have the DuPage template. The Next radios will have the ability to have encryption groups outside of DuPage.

Sgt. Carlson inquired who to ask about getting outside DuPage agencies programmed in radios, and Coord. Lozar said this will go through the focus groups. MOUs must be signed and details will need to be worked out. Coord. Lozar said when the outside channels are obtained they will be given to the agencies, so they know what is available to put in their radios. Chief Herron asked agencies to contact Coord Lozar, or himself, if they want a specific agency on the list. The encryption keys will not be obtained until Phase II.

A brief discussion ensued regarding who came up with the numbering system on the radios, and Coord. Lozar stated the group did and explained further. The numbering started at the northwest corner of the county and went south. It was stated this would be very confusing moving from one group to another because ACDC and DU-COMM are intertwined. Chief Madden asked if limited to seven characters, and Coord. Lozar noted they want to keep no larger than 8. Channel names will not change until 2023-24. Many discussions are needed at the PSAP level for CAD, station alerting, etc.

## 5. New Business

### A. Operations – Staffing

Chief Madden stated this was discussed at the Executive Committee. DDO Lamela and DDS Baarman gave a Power Point Presentation. Chief Herron noted the call volume and radio clicks, and the amount of traffic seemed large. Additionally, a shooting when a channel is shutdown was discussed. DDS Baarman noted the need to flex the staffing numbers and processes are still being reviewed. Chief Herron noted his concerns about calls after hours with limited staff. DDS Baarman noted not a desired state for DU-COMM, staff is down due to resignations and illness, Telecommunicators are rejecting overtime and getting burned out, so a new solution is needed. Concerned where we are headed if this prolongs. Chief Licko asked if other PSAPs have these issues, and DDO Lamela explained this was a nationwide issue for PSAPs. COVID didn't help. No different from what police and fire departments are dealing with. We changed our hiring process, discussed putting supervisors on the floor, etc. and thought this idea could provide immediate relief. In the example the dedicated Telecommunicators would dispatch and not answer phone calls. Calls would be answered by Fire Telecommunicators and Call Takers. Interim Director Balling noted DU-COMM did not want to lower staffing, but was responding to the current staffing crisis. We are aggressively recruiting; and will continue to get to full staffing. The goal is to

respond to what we consider a crisis now. We do need a full staffing option, this would be to bridge the problem. The Executive Committee requested we get the input of the Chiefs and come back with a solution.

Chief Holmer asked if other options were looked at for the reasons Chief Herron and Licko pointed out, as this group may have reservations in endorsing the suggestion. Interim Director Balling noted we can accelerate recruitment and work staff harder. Concerned over the well-being of the staff and about causing more sick leave. DC Grage stated he did not believe there is a safe way to do this. DU-COMM was born from the death of a police officer and we need to find a safe solution. Chief Holmer stated every agency is dealing with the same issues regarding overtime and staffing. Believes the recommendation DU-COMM is making will cause more concerns for police agencies. Interim Director Balling acknowledged all the concerns. Chief Madden asked if this would be presented at the Chief's Operations meeting. DDS Baarman stated based on the concerns from this group, we need to go back to review. Chief Madden asked that Police Operations and Chiefs Operations be sent the presentation.

Chief Licko asked how the Telecommunicators felt about this option, and DDO Lamela noted it would change based on who is asked. Not about the overtime costs, but about how overtime affects the TCs, and aligning with what they are able to do. Sgt. Carlson asked DDS Baarman if analysis was done on the workload on all of the systems.

#### 6. Other Business

Ad-Hoc Video Committee, DDO Lamela noted a survey was send and due July 31<sup>st</sup>. Will meet again in August and provide further information.

#### 7. Adjournment

At 14:54 hours Chief Holmer made the motion to adjourn and Chief Licko seconded. The motion was approved unanimous voice vote.

Next meeting: September 28, 2022 at 13:30.

Meeting notes prepared by:

*Nicole Lamela*

Deputy Director Operations