

# DU-COMM

**DuPage Public Safety Communications**  
420 N. County Farm Road, Wheaton, IL 60187  
(630) 260-7500 Main  
www.ducomm.org



## BOARD OF DIRECTORS MEETING – MINUTES

Wednesday, July 24, 2024 – 7:30 a.m.

DU-COMM, 420 N. County Farm Road, Wheaton, IL

At 7:29 a.m. Mayor Brummel called the meeting to order.

### 1. Roll Call

Mayor David Brummel (Chairman)  
Police Chief Geoffrey Pretkelis  
Administrator Evan Walter  
Manager William Holmer  
Manager Zachery Creer  
Administrator Bryon Vana  
Manager David Fieldman  
Manger James Grabowski  
Mayor Rod Craig  
Manager Kathleen Gargano (*arrived at 7:37*)  
Manger Scott Niehaus  
Administrator Jason Bielawski  
Fire Chief Steve Stapleton  
Administrator Michael Guttman  
Manager Michael Dzugan  
Manager Curt Barrett  
Administrator Al Stonich  
President Nick Kosiara  
President Tim Deutsche  
Fire Chief Keith Krestan  
Fire Chief Rick Sanborn Jr.

City of Warrenville  
Village of Bartlett  
Village of Burr Ridge  
Village of Carol Stream  
Village of Clarendon Hills  
City of Darien  
Village of Downers Grove  
City of Elmhurst  
Village of Hanover Park  
Village of Hinsdale  
Village of Lombard  
Village of Roselle  
Village of Villa Park  
City of West Chicago  
City of Wheaton  
Village of Winfield  
Village of Woodridge  
Glenside FPD  
Bloomingtondale FPD  
Lisle-Woodridge FPD  
York Center FPD

### Absent:

Sheriff James Mendrick – DPSO; Manager Mark Franz – Village of Glen Ellyn; Mayor Christopher Pecak – Village of Lisle; Police Chief Brian Strockis – Village of Oak Brook; Mayor Paul Esposito – City of Oakbrook Terrace; Mayor Frank Trilla – Village of Willowbrook

### Staff:

Director Robb, Consultant Krull, DD Benjamin, Finance/HR Manager Athitakis, Acting Technical Services Manager Maplethorpe, MIS Manager Klein, Exec Secretary Regalado

### Guests:

Attorney John Kelly - Ottosen DiNolfo Hasenbalg & Castaldo, Ltd.; Fire Chief Mark Bozik – Village of Roselle; Fire Chief Patrick Tanner – City of West Chicago; Police Chief Dave Schar – Winfield; ETSB Director Linda Zerwin; ETSB DD Matt Theusch

### 2. Pledge of Allegiance

### 3. Public Comment

None

### 4. Consent Agenda

#### Minutes

A. April 24, 2024 – Minutes

#### New Business

B. Semi-Annual review of closed session minutes pursuant to the (5 ILCS 120/2 (c) 21

Motion to hold minutes of: 11/12/08, 4/19/11, 6/29/11, 04/27/22, 11/15/22, and 04/26/23 and motion to authorize the destruction of verbatim record (audio) of closed meetings older than 18 months that meet destruction criteria.

Manager Fieldman made a motion to approve the Consent Agenda items A and B as presented and Administrator Guttman seconded. Motion passed by unanimous voice vote.

**5. Executive Director Update**

Director Robb reported

- The new HR Manager is completing the required background steps.
- A DPSO update meeting was held on July 15 with telecommunicators and members of the Sheriff's Office.
- The Strategic Plan will be presented to telecommunicators during an All-Agency meeting in September. A rough draft will be presented to the Executive Committee in August for feedback and shared with the BOD. A final draft will be presented to the BOD in October.
- The Healthy Dispatcher report was shared with all staff. TCs have been involved in the process by meeting with Director Robb to discuss recommendations.

**6. Old Business**

**7. New Business**

**A. NHTSA Summit**

- Former DU-COMM Director Tegtmeyer inquired about holding this national level conference at DU-COMM in November 2024.
- The Executive Committee recommended approval. The BOD agreed the conference is positive and will bring national exposure to DU-COMM.

**B. BOD Committee Vacancy**

Mayor Brummel noted

- There are two applicants, and Chairman Brummel will be making the decision this coming week.
- It is the Chairman's decision to appoint a temporary replacement to serve on the committee until next April.

**C. Channel Renaming**

Director Robb reported

- A memo requesting action by the BOD concerning Channel Renaming is in the packet.
- There was different DU-COMM leadership in 2022 when this project originated.
- The renaming was approved at ETSB and did not move through DU-COMM's governance structure.
- Channel Renaming was brought to our Police and Fire Chiefs for a formal vote and they opted for the channel names to remain the same and not change.
- DU-COMM looks for the BOD's support moving forward with staying status quo with our radio channels. We feel that this is an operational decision, and it should be made by our Agency Chiefs.

Administrator Guttman made a motion to support the recommendations of the Chiefs' Operations Committee to maintain the current radio channel naming conventions and to direct all DU-COMM representatives on either the ETSB or any of its subgroups, such as the Policy Advisory Committee, to advocate and vote for this position and Manager Holmer seconded. Motion passed by unanimous roll call vote.

**D. Annual Review of Executive Director**

At 7:38 a.m. President Kosiara made a motion to enter closed session to discuss Personnel matters (5 ILCS 120/2 (c)(1) and Administrator Guttman seconded. Motion approved by unanimous roll call vote.

**D. Annual Review of Executive Director**

Discussed in closed session

The Executive Committee returned to open session at 7:50 a.m.

**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)

Manager Niehaus made a motion that the Board of Directors concur with the recommendation of the Executive Committee to award the Executive Director of 4.25% increase retroactive to May 1, 2024 and Mayor Craig seconded the motion. The motion was approved by unanimous roll call vote.

**9. Other Business**

**10. Adjournment**

At 7:55 a.m. Manager Grabowski made a motion to adjourn, and Administrator Guttman seconded. The motion was approved by voice vote. Meeting adjourned.

The next Board of Directors is Wednesday, October 16, 2024, 7:30 a.m. at DU-COMM.

Respectfully submitted,  
*Kimberly Regalado*  
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