

DU-COMM

DuPage Public Safety Communications
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BOARD OF DIRECTORS MEETING – MINUTES

Wednesday, October 16, 2024 – 7:30 a.m.
DU-COMM, 420 N. County Farm Road, Wheaton, IL

At 7:33 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 David Fieldman
Manager James Grabowski
Manager Mark Franz
Mayor Rodney Craig
Manager Kathleen Gargano
Administrator Jason Bielawski
Fire Chief Steve Stapleton
Administrator Michael Guttman
Manager Michael Dzugan
Police Chief Dave Schar
Administrator Al Stonich
President Jim McCarthy
President Tim Deutsche
President Longry Wang
Fire Chief Rick Sanborn Jr.

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

Absent:

Manager Zachery Creer – Village of Clarendon Hills; Administrator Bryon Vana – City of Darien; Sheriff James Mendrick – DPSP; Mayor Christopher Pecak – Village of Lisle; Manager Scott Niehaus – Village of Lombard; Police Chief Brian Strockis – Village of Oak Brook; Mayor Paul Esposito – City of Oakbrook Terrace; Mayor Frank Trilla – Village of Willowbrook

Staff:

Director Robb, DD Benjamin, Finance Manager Athitakis, HR Manager Groves, Technical Services Manager Maplethorpe, MIS Manager Klein, Exec Secretary Regalado

Guests:

Attorney John Kelly - Ottosen DiNolfo Hasenbalg & Castaldo, Ltd; Police Chief Phil Norton – Village of Glen Ellyn, President Nick Kosiara – Glenside FPD

2. Pledge of Allegiance

3. Public Comment

None

4. Consent Agenda

Minutes

- A. July 24, 2024 – Minutes
- B. July 24, 2024 – Closed Session Minutes
- C. August 7, 2024 – FPD BOD Vacancy Minutes

New Business

- D. 2025 Meeting Calendar
- E. FYE24 Annual Audit

Administrator Guttman made a motion to approve the Consent Agenda items A, B, C, D, E as presented, and Manager Fieldman seconded. Motion passed by voice vote. President Jim McCarthy – Bartlett FPD abstained because he was not present at the July 24, 2024 meeting.

5. **Executive Director Update**

A. After-Action Report: Customer Premise Equipment Refresh & NG 9-1-1 Migration

- Issues with the Addison cutover were discussed, including busy signals during the cutover period.
- AT&T has 30 days to compile their report. ETSB is holding AT&T accountable.
- Will determine on Monday, October 21st if the cutover will proceed as scheduled if testing is satisfactorily completed.
- TC 9-1-1 essential texting training needs to be completed before going live with the texting component.
- Cellular backup connection for 9-1-1 is being explored.

B. School Safety Mapping Pilot Project

Director Robb reported

- The School Mapping Project is a county-wide initiative aimed at creating a unified mapping system for schools.
- The project involves collaboration with DuPage County GIS, the DuPage Board of Education, law enforcement, fire service, and the school system.
- The goal is to standardize mapping for all stakeholders to improve first responder access to accurate and consistent school maps.

C. Other

- Text to 9-1-1 Phone Cutover
 - Still on track for October 22nd.
 - NG 9-1-1 information session will be held on October 18th for Chiefs and shared with staff.
- Labor Management
 - Labor management relations are going well, with great communication on a monthly basis.
 - Memorial for TC Monigold will be held at DU-COMM on Monday, October 21.
 - Union contract negotiations begin in January 2025.
- Peer-to-peer training is complete. The policy and procedures are being finalized.
- Director Robb has replaced Administrator Guttman as the DU-COMM representative on the ETS Board. The Board appreciates Administrator Guttman's 27 months of outstanding service as DU-COMM's representative.
- The Healthy Dispatcher next steps
 - The Anti-bullying Policy was published.
 - Planning leadership training provided by the Healthy Dispatcher, as we have three new Operations Managers starting in January 2025.

6. **Old Business**

A. Strategic Plan Outline – update in the Executive Director's Update

Director Robb noted

- All-agency meetings were held on September 16th to gather feedback on the Strategic Plan.
- The goal is to have direct input from staff in rewriting the mission statement and core values.
- ETSB will also be conducting a strategic plan for 2025. Plan to work with ETSB Director Zerwin to align the two Strategic Plans.
- A complete Strategic Plan document is expected by January.

7. **New Business**

None.

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 Board of Directors did not enter Closed Session.

9. Other Business

10. Adjournment

At 7:55 a.m. Mayor Craig made a motion to adjourn, and President McCarthy seconded. The motion was approved by voice vote. Meeting adjourned.

The next Board of Directors is Wednesday, January 22, 2025, at 7:30 a.m. at DU-COMM.

Respectfully submitted,
Kimberly Regalado
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