

DU-COMM

DuPage Public Safety Communications
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www.ducomm.org



EXECUTIVE COMMITTEE MEETING – MINUTES

Wednesday, March 26, 2025 –7:30 a.m.
DU-COMM, 420 N. County Farm Road, Wheaton, IL

At 7:32 a.m. Mayor Brummel called the meeting to order.

- 1. Roll Call**
- | | |
|------------------------------------|--------------------------|
| Mayor David Brummel (Chairman) | City of Warrenville |
| Mayor Rod Craig (Vice-Chair) | Village of Hanover Park |
| Manager David Fieldman (Secretary) | Village of Downers Grove |
| Administrator Michael Guttman | City of West Chicago |
| President Nick Kosiara | Glenside FPD |
| Fire Chief Rick Sanborn Jr. | York Center FPD |
| Fire Chief Steve Evans | Winfield FPD |
- Absent:** President Tim Deutschle - Bloomingdale FPD; Manager Scott Niehaus - Village of Lombard; Police Chief Phil Norton - Glen Ellyn PD; Police Chief Dave Schar - Winfield PD
- Staff:** Director Robb, Deputy Director Benjamin, Finance Manager Athitakis, HR Manager Groves, Technical Services Manager Maplethorpe, QA Manager Miller, Exec Secretary Regalado
- Guests:** Attorney Steve DiNolfo - Ottosen DiNolfo Hasenbalg & Castaldo, Ltd.

- 2. Public Comment**
None

- 3. Consent Agenda**

Minutes:

- A. February 26, 2025 - Minutes
- B. February 26, 2025 – Closed Session Minutes

Financials:

- C. Monthly Bill Listing – February 2025

New Business:

- D. VHF Fire Selex Base Station Purchase

Administrator Guttman made a motion to approve the Consent Agenda items A, B, C, D and Manager Fieldman seconded. Motion passed by unanimous roll call vote.

- 6. Committee Reports**

- A. Chiefs Operating Committee Report - Chief Evans
 - Discussed radios.
 - Discussed Text-to-911 implementation, including the anticipated timeline for public education.
- B. Finance Subcommittee Report – Administrator Guttman
 - No report. The committee did not meet in March.
- C. DuPage County ETSB Report – Deputy Director Benjamin
 - Deputy Director Benjamin noted
 - ETSB is researching AI features for the phone system to help with mapping and translating.
 - Text to 911 implementation

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 • DuPage County Sheriff • Elmhurst FD • Elmhurst PD • Glen Ellyn FC • Glen Ellyn PD • Glenside FPD • Hanover Park FD • Hanover Park PD • 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

- DU-COMM is coordinating public education with ACDC and ETSB. We want to release the same message at the same time.
- The County will be releasing their press release on April 8.
- DU-COMM will be creating promotional PSA materials for our website.

7. Staff Reports

A. Acting Executive Director's Report – Tyler Benjamin

Director Robb and Deputy Director Benjamin noted

- The Union negotiation session to receive the official proposal occurred. The next meeting is scheduled for Friday, March 28.
- Soft launch of text to 911 for AT&T was on Monday, March 24. Other carriers will be switched on one by one as their testing is completed.
- Proclamations for the 50th anniversary of DU-COMM will be at the County Board meeting on April 8 at 10:00 AM and the ETSB meeting on April 9 at 9:00 AM. Executive Committee members were invited to attend the meetings.
- The pending litigation from an employee to DU-COMM was dismissed at the federal level. Still waiting for an outcome at the state level.

B. Support Services Department Report – Scott Klein / Erik Maplethorpe

Technical Services Manager Maplethorpe reported

- Network refresh occurred, including new Wi-Fi access points and a new DU-COMM public Wi-Fi network.
- The tornado warning automation server is operational and will be tested further. The automated system will be used for the countywide tornado warning monthly test to further test the automated system. DU-COMM needs a policy in place and public education before the weather sirens run automatically.
- Text to 911 is a big focus for Technical Services, with AT&T live and other carriers being scheduled.
- New radio consoles are being installed at ACDC with an estimated completion date in mid-April. Mid-to-late April installation will begin at DU-COMM. The new consoles are needed for encryption.

C. Administrative Department Report – Angela Athitakis / Christine Groves

Finance Manager Athitakis reported

- Working on Union negotiations.
- Continuing the Paycom transition.
- The Finance Clerk is retiring and interviewing has begun.

HR Manager Groves reported

- Updates on recruitment and hiring: New TCs training session at the end of April is scheduled, ongoing interviews for open positions including the Finance Clerk, Operations Manager overfill position, Technician, and Senior Manager Operations (six internal candidates).
- Performance Evaluations forms have been updated, and Operation Managers have begun completing evaluations.

8. Old Business

A. Strategic Plan

Director Robb noted

- The Strategic Plan will be presented to the Board of Directors in April for approval.
- Thanked Deputy Director Benjamin for his help with the formatting issues.

B. MIS RFP

Finance Manager Athitakis reported

- Mission Critical Partners' RFP draft was received yesterday and is being reviewed.

C. Communication and Solicitation for Nominating Committee and Board Positions

- Chairman Brummel reminded the Committee volunteers were needed for the Nominating Committee and Board positions.
- Director Robb has been working with President Kosiara on the Fire Protection District slate.

9. **New Business**
A. STARCOM – Informational
Technical Services Manager Maplethorpe noted
- An informational update on the plan to become official STARCOM21 users.
 - The current radios will not work on AES 256 encryption and are outdated.
 - The DuPage ETSB cannot use 9-1-1 Surcharge Funds to purchase Support and Staff radios and to pay the STARCOM21 airtime charges.
 - Becoming a user will allow for direct billing from Motorola and the ability to program radios.
 - The increase in airtime costs will fall within the budget due to a decrease in the number of radios.
 - This will be brought to Chiefs for approval and continue moving forward.
10. **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 go into closed session.
10. **Other Business**
None
11. **Adjournment**
At 7:50 a.m. President Kosiara made a motion to adjourn, and Manager Fieldman seconded. The motion was approved by voice vote. Meeting adjourned.

Respectfully submitted,
Kimberly Regalado
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