

DU-COMM

DuPage Public Safety Communications
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EXECUTIVE COMMITTEE MEETING – MINUTES

Wednesday, April 24, 2024 – following the 7:30 a.m. Board of Directors meeting
DU-COMM, 420 N. County Farm Road, Wheaton, IL

At 8:11 a.m. Mayor Brummel called the meeting to order.

- 1. Roll Call**
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|--------------------------------|--------------------------|
| Mayor David Brummel (Chairman) | City of Warrenville |
| Mayor Rod Craig | Village of Hanover Park |
| Manager David Fieldman | Village of Downers Grove |
| President Brent Frank | Lisle-Woodridge FPD |
| Administrator Michael Guttman | City of West Chicago |
| Manager Scott Niehaus | Village of Lombard |
| Police Chief Phil Norton | Glen Ellyn PD |
| Fire Chief Rick Sanborn | York Center FPD |
| Fire Chief Mark Bozik | Roselle FD |
| Police Chief Dave Schar | Winfield PD |
- Absent:** President Tim Deutsche - Bloomingdale FPD
- Staff:** Director Robb, Consultant Krull, Finance/HR Manager Athitakis, DDO Benjamin, Acting Technical Services Manager Maplethorpe, MIS Manager Klein, Exec Secretary Regalado
- Guests:** Attorney John Kelly - Ottosen DiNolfo Hasenbalg & Castaldo, Ltd., Manager Juliana Maller – Hanover Park, Administrator Evan Walter-Burr Ridge, Manager Curt Barrett – Village of Winfield, Manager Mark Franz – Village of Glen Ellyn, Consultant Steve Herron

2. Public Comment

3. Consent Agenda

Minutes:

A. March 27, 2024 Minutes

Financials:

B. Monthly Revenue Expenditure Report - March 2024

C. Monthly Bill Listing - March 2024

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

4. Committee Reports

A. Chiefs Operating Committee Report - Chief Bozik

Chief Bozik reported portable radio replacement is not resolved after two years. Discussed moving forward with the channel realignment because it worked during the 30-day trial.

B. Finance Subcommittee Report - Administrator Guttman

1. Mobile Stroke Unit- update given at the Board of Directors meeting.

Administrator Guttman noted the committee did not meet in April due to the focus on consolidation.

B. DuPage County ETSB Report - Administrator Guttman

Administrator Guttman reported the update was given at the Board of Directors meeting.

C. HR/Admin Subcommittee Update – Finance/HR Manager Athitakis

Manager Niehaus reported the subcommittee completed the HR Manager job description. The position has been posted and members will participate in the interviews. The committee looks forward to reviewing the Healthy Dispatchers' report at the next meeting.

5. Staff Reports

A. Director's Report – Jessica Robb

Director Robb noted two TCs and HR Generalist Glos will attend Peer-to-Peer training with Dr. Lily in June.

B. Operations Department Report – Tyler Benjamin

DDO Benjamin praised Training Coordinator Schretter on her fantastic job training DPSO TCs. He thanked OMs, HR staff, and agencies for their work and donations making TC week very successful. DDO Benjamin was appointed to continue his position on the PAC (Policy Advisory Committee).

C. Support Services Department Report

MIS Manager Klein reported the Fulton server for tornado sirens will be installed in May.

D. Administrative Department Report – Angela Athitakis

Finance/HR Manager Athitakis noted there are currently 72 TCs (61 are certified), an additional five start in May and 18 interviews are scheduled in May/June. The HR Manager position has had 14 candidates apply that have experience. Finance started planning with the auditors. FY25 invoices will be mailed next week.

6. Old Business

A. DuPage County Sheriff's Office (DPSO) Consolidation

Director Robb thanked the internal staff including MIS and Tech teams, Consultant Krull, Chief Norton, and Administrator Guttman for their work in making the 5/1 consolidation a success.

7. New Business

A. Prescient Audit

Director Robb reported the overall findings were extremely positive. MIS provides a high level of service.

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 go into closed session.

9. Other Business

A. Move the next Executive Committee meeting to May 29, 2024.

Manager Niehaus made a motion to move the next Executive Committee meeting to May 29, 2024 and Chief Sanborn seconded. Motion passed by unanimous voice vote.

B. Actions from closed session, if needed. The Executive Committee did not go into closed session.

10. Adjournment

At 8:37 a.m. Chief Bozik made a motion to adjourn, and Mayor Craig seconded. The motion was approved by voice vote. Meeting adjourned.

Respectfully submitted,
Kimberly Regalado
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