

DU-COMM

DuPage Public Safety Communications

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www.ducomm.org



FIRE OPERATIONS SUBCOMMITTEE - Minutes

Thursday, September 19, 2024 – 8:00 Hours

DU-COMM, 420 N. County Farm Road, Wheaton, IL 60187

1. Call to Order

Chief Tanner called the meeting to order at 8:03 hours.

DC Brian Becker	Bartlett	DC George Hyland	Lombard
Chief Matt Beyer	Bloomingtondale	Chief Johnny Turkovich	Oak Brook Terrace
Chief Michael Korzen	Clarendon Hills	Chief Mark Bozik	Roselle
Chief James Lahanis	Darien-Woodridge	DC Brandon Mitsuka	Villa Park
DC Jamie Tunk	Darien-Woodridge	Chief Patrick Tanner (Chair)	West Chicago
Chief Scott Spinazola	Downers Grove	DC Jeffery Keefe	West Chicago
DC Steve Reynolds	Elmhurst	Chief Rob Brill	Wheaton
Chief Chris	Glen Ellyn	Chief Steve Evans	Winfield
Chief Rich Cassady	Glenside	Chief Rick Sanborn, Jr.	York Center
Chief Eric Fors	Hanover Park		
DC Scott Gray	Lisle-Woodridge		
Chief Rick Sander	Lombard		

Absent: Chief Rob Schultz – Carol Stream; Chief J. Pindelski – Hinsdale; Chief Kevin Fleege – Oak Brook; Chief Andy Dina – Warrenville

Staff: Director Jesscia Robb, DD Tyler Benjamin, Training Manager Amanda Schretter; Technical Services Manager Erik Maplethorpe, MIS Manager Scott Klein, Executive Secretary Kim Regalado, Administrative Assistant Shannon Schorie

2. Approval of Meeting Minutes:

A. August 9, 2024

Chief Bozik made a motion to approve the August 9, 2024 minutes, and Chief Brill seconded. Motion approved by unanimous voice vote.

3. Peer Review

- None.

4. Reports

A. Staff

Director Robb reported:

- Phone Cut Over:
 - DU-COMM's phone system cut over is scheduled for October 22.
 - ACDC's cut over on September 17 caused unexpected disruptions.
 - The issue was resolved, but 9-1-1 calls may have received a busy signal during the outage.
 - Further investigation is ongoing, and an after-action review will be completed by the ETSB.
 - ACDC's Executive Director Srejma retired on Monday. Their Deputy Director is currently serving as interim.
- ETSB Board Appointment:
 - Director Robb has been appointed to the ETSB Board as DU-COMM's representative.
- Labor Management Meeting:
 - Discussed scheduling Police and Fire sit-a-longs with Dispatch.
 - This will allow newly promoted officers and candidates to experience the dispatcher's perspective and improve communication.
 - To schedule a sit-along, email training@ducomm.org.

- All-Agency Meetings:
 - Positive feedback was received on Fire communication from Dispatch.
 - A request was made for more acknowledgments from Fire to confirm receipt of information.

B. ETSB

Director Robb reported:

- The September 11 meeting was canceled due to lack of quorum.
- The next ETSB meeting will address the budget, including funding for training, 9-1-1 surcharge funds allocation, and technology upgrades.
- The ETSB Radio Podcast is at 2pm today. Questions not answered at Fire Ops this morning can be asked at this meeting.

C. MABAS Divisions (2, 10, 12, 13, 16)

- None.

D. Apparatus Changes

- West Chicago FPD- Jeff Keefe will replace Chief Tanner who is retiring in January.

5. Committees

A. Fire Standardization Committee

Chief Spinazola noted:

- Benchmarking items similar to the 20-minute checklist are being developed.
- Chiefs were reminded to review their channel guide responses for certain event types (i.e. plane crash), ensuring they have appropriate response plans in place.

6. Old Business

A. FD Channel Template Review

Chief Tanner reported:

- Terminology:
 - The term "bank" is no longer applicable to the new portable radios.
 - A "channel" refers to a single channel.
 - A "zone" is a collection of 16 channels.
 - The A/B/C selector switch on the radios corresponds to zones 1, 2, and 3, respectively.
- Template Structure:
 - Zones 1 and 2 are primarily for user-defined channels, including neighboring fire departments and potentially police TAC channels.
 - Zone 3 is dedicated to ACDC OPS channels (11, 12, 21, 22, 31, 32) and other fixed OPS channels.
 - Zones 66 and 67 are additional user-defined zones.
 - Channels can be reached using Vicky or the radio screen.
- OPS Channel Assignments:
 - Now have three tactical talkgroups per dispatch channel.
 - Chiefs need to discuss and determine the remaining assignments within their channels.
 - The goal is to have a basic understanding of OPS channel usage for each department.
- Police Master Template:
 - A summary of PD channels and FD access was reviewed.
 - FD radios will have access to various encrypted PD channels.
 - Specific channels that FD will not have access to were also identified.
 - The purpose of interop channels for patching in non-bordering agencies during large incidents was explained.
- Next Steps:
 - The template is scheduled to be approved at the ETSB PAC meeting in October.
 - Special groups (Arboretum, etc.) had access to channels. Do they need to apply for permission again?

7. New Business

A. New EMD Written Directive Approval - Benjamin

DD Benjamin noted:

- An updated Emergency Medical Dispatch directive was presented for approval.

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- Changes include the removal of special sections on hangings and the addition of authorization for coroner-only notifications for Hospice patients.
- The updated directive is required for agency renewal as an Emergency Medical Dispatch center.

Chief Sander made a motion to approve Written Directive 8.00.00 Emergency Medical Dispatch as presented, and Chief Spinazola seconded. Motion approved by unanimous voice vote.

8. Other Business

A. Dispatch Sit-a-longs:

- Discussed under Staff Reports.

B. GPS Issue: (as reported by Chief Sanborn)

- The ongoing issue with GPS location data was discussed. It was a network issue at ETSB.
- It was emphasized that agencies are not solely reliant on one server, and it can vary.
- The issue was resolved after 2 ½ weeks of persistent follow-up.

C. ACDC Paging Channel:

- ACDC is implementing a dedicated paging channel for Fire due to difficulties in communicating during large-scale incidents.
- The channel will be used for all ACDC fire agencies and will handle a significant volume of pages.
- The potential impact of this change on the current radio system and templates was briefly discussed.

Next Steps:

- Chiefs will discuss and finalize OPS channel assignments within their channels.
- A summary of PD channels and FD access will be sent out to the group.
- The meeting at 2:00 PM will address questions related to templates, radio programming,

9. Adjournment

Chief Sanborn made a motion to adjourn the meeting and Chief Beyer seconded. The motion was approved by voice vote. Meeting adjourned at 09:10 hrs.

The next Fire Operations Subcommittee meeting is October 17, 2024 – 8:00 a.m. at DU-COMM.

Respectfully submitted,

Kimberly Regalado

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