

DU-COMM

DuPage Public Safety Communications

420 N. County Farm Road, Wheaton, IL 60187

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www.ducomm.org



FIRE OPERATIONS December 19, 2024 – 8:00 Hours DU-COMM, 420 N. County Farm Road, Wheaton, IL 60187

1. Call to Order

Chief Fors called the meeting to order at 08:00 hours. He thanked the committee for voting him as Fire Operations Chair.

Chief Matt Beyer	Bloomingtondale	Chief Johnny Turkovich	Oak Brook Terrace
Chief Rob Schultz	Carol Stream	DC Tim Smeltzer	Roselle
DC Jason Day	Carol Stream	Chief Patrick Tanner	West Chicago
DC Jason Kanzia	Carol Stream	DC Jeffery Keefe	West Chicago
Chief James Lahanis	Darien-Woodridge	BC Ric Ciszewski	West Chicago
Chief Scott Spinazola	Downers Grove	Chief Rob Brill	Wheaton
DC Steve Reynolds	Elmhurst	AC Pete Vassios	Wheaton
AC Kirk Odiet	Glen Ellyn	Chief Steve Evans	Winfield
DC Jeff Buccola	Glenside	Chief Rick Sanborn, Jr.	York Center
Chief Eric Fors (Chair)	Hanover Park	AC Tim Leidig	York Center
Chief J. Pindelski	Hinsdale	DC Bret Mowery	York Center
DC Scott Gray	Lisle-Woodridge		

Absent: Chief Bill Gabrenya – Bartlett; Chief Michael Korzen - Clarendon Hills; Chief Rick Sander - Lombard; Chief Kevin Fleege – Oak Brook; Chief Steve Stapleton – Villa Park; Chief Andy Dina – Warrenville

Staff: Director Jesscia Robb, DD Tyler Benjamin, Training Manager Amanda Schretter; Technical Services Manager Erik Maplethorpe, MIS Manager Scott Klein, OM Jacquie Bucher, OM Sarah Minor, OM Steve Pirog, Executive Secretary Kim Regalado

2. Approval of Meeting Minutes:

A. October 17, 2024

Chief Lahanis made a motion to approve the October 17, 2024 minutes, and Chief Sanborn Jr. seconded. Motion approved by unanimous voice vote.

3. Peer Review

- None.

4. Reports

A. Staff

Director Robb noted:

- **Recognize Chief Tanner's Retirement – West Chicago FPD:**
 - Thank you for always saying what needs to be said and supporting DU-COMM.
- **Introduction of New Staff:**
 - Sarah Minor was introduced as a new OM (Operations Manager), having started on December 1st.
- **Text-to-911 and NG911 Update:**
 - The text-to-911 and NG911 phone cutover has not yet been signed off with the state due to unresolved issues. Technical Services Manager Maplethorpe will discuss this further in his report.
- **Other Updates:**
 - The Strategic Plan will be presented for approval at the January Board of Directors meeting.
 - The Peer-to-Peer support group is in the final stages of getting off the ground.

DD Benjamin noted:

- An assessment center was conducted for the Operations Manager and Quality Assurance Manager positions.
 - Two additional candidates have been selected and will be hired on January 9th.
 - They will go through the same initial training as telecommunicators and then OM training on the Bridge.

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- The next two Telecommunicators to be certified will be on Fire. Until a TC is certified they have a CTO (certified training officer) sitting next to them to observe and correct as needed. The certification takes approximately 13 weeks.
- A request was made to be patient with new Telecommunicators who are still learning.
- Two new hire Telecommunicators will be joining the team in January also.

Technical Services Manager Maplethorpe reported:

- **Text-to-911:**
 - The Text-to-911 system has not yet gone live.
 - The delay is due to an issue with transferring texts to other public safety answering points (PSAPs).
 - Motorola is working on a solution.
 - A policy for Text-to-911 is expected soon.
 - ACDC is not publicly live for Text-to-911 but are receiving texts.
- **Other Phone System Issues:**
 - Other minor system issues are being addressed.
 - Redundancy for 10-digit lines has not yet been activated.
 - This will be addressed in early January.
- **Channel Realignment:**
 - Channel realignment is ongoing.
 - 48-volt chargers and batteries are being installed at fire transmit sites.

B. ETSB

The Fire Ops Committee discussed:

- **Mobile Radio Deployment:**
 - Three outstanding items from ETSB were discussed: Zendesk tickets for remote speaker mics, feedback on the 8500/6500 mobile radios, and channel templates. Chief Sanborn Jr. suggested speaking to neighboring agencies or contact DC Bret Mowery-York Center FPD for assistance.
 - The channel templates were to be submitted on Monday.com, but official instructions were sent to some IT departments, not Chiefs
 - Motorola is ready to program the mobile radios once the templates are received.
 - ACDC has not turned in their templates yet due to ongoing discussions with their police departments.
 - The issue of waivers for the 8500 radios was also discussed.
- **Other ETSB Issues:**
 - An incorrect address for a fire alarm at the Willow Lakes apartment complex was reported.
 - This may be due to a commonplace naming issue or a CAD programming error.
 - Zendesk ticket will be submitted to ETSB to correct the issue.

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

- Division 12 has a couple of new policies that will be discussed under new business.

D. Apparatus Changes

- A reminder was given to submit Help tickets to DU-COMM for any apparatus changes.

5. Committees

A. Fire Standardization Committee

Chief Spinazola noted:

- Two pending issues were discussed: benchmarks and IFERN concerns/technical issues.
- These issues will be further discussed in a meeting after the Fire Operations Committee meeting today.

B. Fire Focus

- No updates were available, the group has not met.

6. Old Business

- None.

7. New Business

A. Mayday

Chief Fors noted:

- Division 12 passed a new Mayday policy that differs from the current DU-COMM policy.
- The new policy will be reviewed and approved at the next Fire Operations meeting.
- Several sections of the current policy were reviewed and discussed, including:
 - Notification procedures for Mayday events.
 - The removal of the automatic upgrade for Mayday events.
 - Clarification on switching to alternate fire frequencies during a Mayday.
 - The use of Emergency Traffic on OPS channels.
- The current Division 12 policy will be attached to the new policy for review.
- Discussed the difference in alert tones.

B. High Rise

- The committee will also review the high rise and tactical dispatch policies.
- DU-COMM will come back with recommendations or move High Rise to Fire Standardization.

C. Fire Station Alerting – Federal Signal Informers

Technical Services Manager Maplethorpe reported:

- TS Manager Maplethorpe provided a demonstration of the Federal Informer, a backup system for the station alerting system.
- The Informer takes tones over the air and decodes them, relaying them to the station alerting system.
- It also serves as a radio bypass for all stations.
- Issues with the Informer and the station alerting system were discussed.
- A request was made for stations to check the Informer occasionally. Suggested adding to the station checklist.
- The process for checking the Informer was demonstrated.
- Battery replacement for the Informer will be completed next fiscal year by DU-COMM. If stations are unable to test the Informer, DU-COMM will visit the station to test the Informer.
- Any issues with the Informer should be reported to DU-COMM via a help ticket.

8. Other Business

- A reminder was given regarding the CAD RFI.
- A reminder was given to attend the next Chief Operations Committee meeting to elect a Fire Vice Chair position.
- Concerns were raised by Chief Tanner about the ETSB's effort to appoint a police representative to a position historically held by a fire representative.
- Reminders were given to update Box Cards and Channel Guides.
- A discussion was held on the best way to disseminate information to all Fire personnel i.e. Training Bulletins. Chiefs' responsibility to send to their staff.
- The possibility of adding specialized responses to the Channel Guide was discussed i.e. plane crashes, PD pull stations in schools.
- A shout-out was given to the Telecommunicators for their work on a recent fire by Chief Sanborn Jr.
- Target Hazards will be discussed at Fire Standardization.

9. Adjournment

DC Keefe made a motion to adjourn the meeting and Chief Brill seconded. The motion was approved by voice vote. Meeting adjourned at 09:05 hrs.

The next Fire Operations Subcommittee meeting is January 16, 2025 – 8:00 a.m. at DU-COMM.

Respectfully submitted,

Kimberly Regalado

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