

DU-COMM

DuPage Public Safety Communications

420 N. County Farm Road, Wheaton, IL 60187

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www.ducomm.org



FIRE OPERATIONS SUBCOMMITTEE MINUTES

Thursday, October 16, 2025 – 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 08:01 hours.

DC Brian Becker	Bartlett	Chief Steve Stapleton	Villa Park
Chief Dave Godek	Clarendon Hills	DC Brandon Mitsuka	Villa Park
Chief James Lahanis	Darien-Woodridge	DC Frank Reposh	Villa Park
DC Jamie Tunk	Darien-Woodridge	Chief Jeffery Keefe	West Chicago
Chief Scott Spinazola	Downers Grove	DC Ric Ciszewski	West Chicago
Chief Chris Clark	Glen Ellyn	Chief Robert Brill	Wheaton
Chief Rich Cassady	Glenside	DC Pete Vassios	Wheaton
DC Jeff Buccola	Glenside	Chief Steve Evans	Winfield
Chief Eric Fors (Chair)	Hanover Park	DC Tim Roman	Winfield
DC George Hyland	Lombard	Chief Rick Sanborn, Jr.	York Center
Chief Kevin Fleege	Oak Brook	DC Bret Mowery	York Center
Chief Tim Smeltzer	Roselle		

Absent: Chief Matthew Beyer – Bloomingdale; Chief Rob Schultz – Carol Stream; Chief Richard Dufort – Elmhurst; Chief J. Pindelski – Hinsdale; Chief Keith Krestan – Lisle-Woodridge; Chief Johnny Turkovich – Oak Brook Terrace; Chief Andy Dina – Warrenville

Staff: Director Jessica Robb; Deputy Director Tyler Benjamin, SMO Steve Pirog, Training Manager Amanda Schretter, QA Manager Ryan Miller, MIS Manager Eric Roberts, TS Manager Erik Maplethorpe, Executive Secretary Kim Regalado

2. Public Comment

- None.

3. Approval of Meeting Minutes:

A. August 21, 2025

Chief Keefe made a motion to approve the August 21, 2025 minutes, and DC Becker seconded. Motion approved by unanimous voice vote.

4. Peer Review

- None

5. Reports

A. Staff

- A Draft proposal for onboarding Argonne (contract, not a member) has been submitted to legal for review.
- Peer support class held at DU-COMM; DU-COMM now has 13 certified peer support members.

B. ETSB

The committee discussed:

- Radio deployment updates:
 - Lisle-Woodridge and Oakbrook: October 16.
 - York Center, Glen Ellyn: October 17.
 - Oakbrook Terrace: October 21.
 - Hinsdale pending approval.

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- Agencies will have 30–60 days to provide feedback on radios.
- Basic encryption plan being finalized with Motorola.
- Mobile radios expected to arrive Jan–Feb 2026.
- DU-COMM's RapidSOS communicator module approved (real-time transcription/translation).
- RapidSOS GIS and analytics modules approved but will be under further review for overlap with existing systems.

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

- Bartlett applied to make MABAS Division 1 its primary as of Jan 1, 2026.

D. Apparatus Changes

- No update. Remove this item from future agendas.

6. Committees

A. Fire Standardization Committee

- Mayday and high-rise policies were discussed.
- CAD code usage for mutual aid and accident/injury incidents under review.
- Clarification needed on dispatching police when requested by fire on scene.

B. Fire Focus

- Mobile radios ordered; programming options being developed.
- Deployment prioritization discussed (problem units, new vehicles).
- Concerns raised about Bluetooth battery drain and minimum volume settings.
- Naming conventions and encryption updates discussed.
- Emergency Activation Button (EAB) testing revealed unexpected behaviors (e.g., cross-channel alerts, alias mismatches).
- Training and standardization needed for EAB use and response protocols.
- Meeting scheduled with ETSB, ACDC, and DU-COMM on October 31st. Summarize the issues and will bring for discussion.

7. Old Business

- None.

8. New Business

Policies were reviewed and discussed. Updates aim to modernize procedures without changing operational practices.

A. Review Written Directive 13.00.00 Alarm Board Operations

- Concerns raised about:
 - Notification methods for key holders (e/g/. phone vs. email).
 - Clarification needed on zone types (1-, 2-, 3-digit).
 - NFPA compliance for notification timing and method.
- Recommendation to return to the Fire Marshals Subcommittee for further review.

B. Review Written Directive 13.03.00 Alarm Connections

- Noted inconsistencies in vendor listings and direct connections.
- Discussion on allowing open market competition for alarm vendors.
- JCI's role and limitations were debated.
- Recommendation to return to the Fire Marshals Subcommittee for revision and vendor validation.

C. Review Written Directive 13.04.00 Keyholder Maintenance

- Issues reported with key holders being contacted via outdated systems (SIS instead of Frontline).
- Request made to clear SIS entries for towns using Frontline exclusively.
- Discussion on redundancy and backup systems for key holder data.
- Recommendation to return to the Fire Marshals Subcommittee for review.

9. Other Business

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- AED Alarms: Discussion to be continued in Standardization Committee.
- Command Central Access: Agencies requested ability to view allied agency radios.
- Battery and Accessory Alerts: Clarified behavior of battery indicators and accessory detection.
- Hotel/Motel Alarm Coding: Reminder Fire alarms in hotels/motels are coded as multi-family, not commercial.

10. Adjournment

Chief Lahanis made a motion to adjourn the meeting and Chief Keefe seconded. The motion was approved by voice vote. Meeting adjourned at 9:02 hrs.

The next Fire Operations Subcommittee meeting is December 18, 2025 – 8:00 a.m. at DU-COMM.

Respectfully submitted,
Kimberly Regalado
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