

DU-COMM

DuPage Public Safety Communications

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www.ducomm.org



FIRE OPERATIONS SUBCOMMITTEE MINUTES

Thursday, January 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 08:04 hours.

AC Brian Becker	Bartlett	DC Scott Gray	Lisle-Woodridge
DC Alan Emody	Bloomingtondale	Chief Rick Sander	Lombard
Chief Rob Schultz	Carol Stream	DC George Hyland	Lombard
DC Jason Day	Carol Stream	Chief Johnny Turkovich	Oak Brook Terrace
DC Jason Kanzia	Carol Stream	Chief Mark Bozik	Roselle
Chief Dave Godek	Clarendon Hills	DC Brandon Mitsuka	Villa Park
Chief James Lahanis	Darien-Woodridge	Chief Jeffery Keefe	West Chicago
DC Jamie Tunk	Darien-Woodridge	DC Ric Ciszewski	West Chicago
Chief Scott Spinazola	Downers Grove	Chief Rob Brill	Wheaton
DC Steve Reynolds	Elmhurst	DC Pete Vassios	Wheaton
Chief Rich Cassady	Glenside	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
Matt Daly	Hinsdale		

Absent: Chief Chris Clark – Glen Ellyn; Chief Kevin Fleege – Oak Brook; Chief Andy Dina – Warrenville

Staff: DD Tyler Benjamin, Training Manager Amanda Schretter; MIS Manager Scott Klein, OM Steve Pirog, OM MJ Martin, QA Ryan Miller, Executive Secretary Kim Regalado

2. Approval of Meeting Minutes:

A. December 19, 2024

Chief Lahanis made a motion to approve the December 19, 2024 minutes, and Chief Sanborn Jr. seconded. Motion approved by unanimous voice vote.

3. Peer Review

- None.

4. Reports

A. Staff

DD Benjamin noted:

- Introduction of New Staff:
 - The new Operations Manager, MJ Martin, and the new Quality Assurance Manager, Ryan Miller, were introduced.
- Text-to-911 and NG911 Update:
 - Text-to-911 is still on hold due to issues with the phone system.
 - TS Manager Erik Maplethorpe will continue working on the issue of backups for 10-digit emergency lines and the ability to transfer texts.
- The Strategic Plan is not ready yet but will be discussed and possibly approved at the next Board of Directors meeting.

MIS Manager Klein reported:

- Channel Realignment is ongoing, and the stat reports will be updated to reflect the proper channels for each

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agency.

- PulsePoint AED registry is complete, and a demo/best practices session for building out the registry will be held at the next Fire Marshals meeting.
- The issue with ProQA that was preventing the use of PulsePoint software is supposed to be resolved in the new version of ProQA.

Training Manager Schretter noted:

- Two new TC trainees are starting today, and two TCs are about to be certified on the Fire Desk.

B. ETSB

DD Benjamin noted:

- Mobile Radio Deployment:
 - A couple of towns have not yet submitted updated templates.
 - Even if you had originally submitted a template, updated templates were required after the discussion about channel renaming.

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

- The IFERN antenna for MABAS Division 13 will be installed at Fermilab later this month.

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:

- A couple of old policies are being reviewed for possible updates.
- The Fire Standardization meeting immediately follows this Fire Operations meeting.

B. Fire Focus

- No updates were available, the group has not met.
- The future of Fire Focus meetings may be affected by the ETSB's approach to the Open Meetings Act (OMA).
- The Fire Focus group is directly tied to the radio project, and its parent is the PAC.
- The next PAC meeting is on February 2, and it may be a date to watch, as it could impact the Fire Focus group.

6. Old Business

A. Mayday – Discussion

Chief Fors noted

- The Mayday policy is still being reviewed.
- Feedback from DU-COMM is needed to understand the TC perspective and any similarities or differences between MABAS divisions that should be included or excluded from the policy.
- The goal is to have something concrete to review and decide whether it needs to go to Standardization or can be solved within the Fire Ops Subcommittee.
- The removal of the automatic upgrade for Mayday events was discussed.
- The change was made due to concerns about excessive toning at the beginning of a Mayday and to give command the option to decide whether to tone out upgrades or Technical Rescue Teams (TRT).

B. High Rise

Chief Fors noted

- The tactical dispatching DU-COMM policy is under review.
- Feedback from DU-COMM is needed to determine the direction of the review.
- The review may also need to go to Standardization.
- A conversation was started with TS Manager Erik Maplethorpe to see if there could be a technical solution from Support Services to help boost radio signals in the event of a high-rise or escalated alarm with radio issues.

7. New Business

A. Use of Channel Guides / Box Cards

The committee discussed:

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- Discussion on the 20-minute Checklist vs. Box Cards and whether Agencies use Box Cards consistently.
- Some Agencies thought Box Cards were eliminated and DU-COMM used running orders.
- Box Cards are used when CAD is down.
- Box Cards have a Specialty Equipment column, and special notes at the bottom of some cards.
- Discussed that we didn't want to list inconsistencies when we moved to the current CAD and moved away from Box Cards.
- TM Schretter noted TCs are trained to look at Box Cards when they go to a Box Alarm. There are specialty items that can't be programmed into CAD in a meaningful way.
- How do we build consistency? Should the TC be trained on a Box Card that is in opposition to what Chiefs are expecting.
- DU-COMM will review and bring examples of Box Card discrepancies.

B. EMS Box Cards

Chief Fors noted:

- CAD is programmed for the 5 levels of EMS Box Cards. Standard responses for every Agency.
- EMS Box 1 is 5 medics, 2 chiefs, and an engine or truck.
- They can be added to any CAD type, i.e. gas leak, structure fire, motor vehicle accident, etc.
- Request Agency Training Bulletin or Memo from DU-COMM on EMS Box Cards and discuss further next month

8. Other Business

9. Adjournment

Chief Lahanis made a motion to adjourn the meeting and Chief Sanborn Jr., seconded. The motion was approved by voice vote. Meeting adjourned at 08:48 hrs.

The next Fire Operations Subcommittee meeting is February 20, 2025 – 8:00 a.m. at DU-COMM.

Respectfully submitted,

Kimberly Regalado

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