

# DU-COMM

## DuPage Public Safety Communications

420 N. County Farm Road, Wheaton, IL 60187

(630) 260-7500 Main

www.ducomm.org



### FIRE OPERATIONS SUBCOMMITTEE MINUTES

Thursday, March 20, 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.

|                         |                  |                         |                   |
|-------------------------|------------------|-------------------------|-------------------|
| DC Brian Becker         | Bartlett         | DC George Hyland        | Lombard           |
| Chief Matthew Beyer     | Bloomingtondale  | Chief Kevin Fleege      | Oak Brook         |
| Chief Dave Godek        | Clarendon Hills  | Chief Johnny Turkovich  | Oak Brook Terrace |
| Chief James Lahanis     | Darien-Woodridge | Chief Tim Smeltzer      | Roselle           |
| DC Jamie Tunk           | Darien-Woodridge | DC Matt Coppock         | Roselle           |
| Chief Scott Spinazola   | Downers Grove    | Chief Steve Stapleton   | Villa Park        |
| Chief Richard Dufort    | Elmhurst         | DC Brandon Mitsuka      | Villa Park        |
| DC Steve Reynolds       | Elmhurst         | Chief Jeffery Keefe     | West Chicago      |
| Chief Chris Clark       | Glen Ellyn       | Chief Rob Brill         | Wheaton           |
| Chief Rich Cassady      | Glenside         | Chief Steve Evans       | Winfield          |
| Chief Eric Fors (Chair) | Hanover Park     | Chief Rick Sanborn, Jr. | York Center       |
| Chief J. Pindelski      | Hinsdale         | DC Bret Mowery          | York Center       |
| DC Scott Gray           | Lisle-Woodridge  |                         |                   |
| Chief Rick Sander       | Lombard          |                         |                   |

Absent: Chief Schultz – Carol Stream; Chief Andy Dina – Warrenville

Staff: Executive Director Jessica Robb, Deputy Director Tyler Benjamin, MIS Manager Scott Klein, TSM Erik Maplethorpe, Executive Secretary Kim Regalado

#### 2. Approval of Meeting Minutes:

##### A. February 20, 2025

Deputy Chief Becker made a motion to approve the February 20, 2025 minutes, and Chief Keefe seconded. Motion approved by unanimous voice vote.

#### 3. Peer Review

- None.

#### 4. Reports

##### A. Staff

Deputy Director Benjamin noted:

- Text-to-911
  - Text to 911 will go live on Monday, March 24 with a soft opening.
  - Initially, it will only be live for AT&T for testing.
  - Public relations materials are being prepared by the County.

##### B. ETSB

Deputy Director Benjamin noted:

- No report.

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

- MABAS Division 13 is waiting for an MOU to be signed to begin DU-COMM dispatching.

## 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:

- The Fire Standardization Committee will discuss overrides and the Mayday Policy.
- The meeting follows the Fire Operations Subcommittee meeting.

### B. Fire Focus

- A meeting will be held tomorrow to finalize the number of characters in the alias.
- Information needs to be entered into Monday.com.

## 6. Old Business

### A. High Rise

Chief Fors noted

- The item remains on the agenda for future discussion regarding Tactical Dispatching Policy.
- Need feedback from Fire Standardization.

### B. Use of Channel Guides/Box Cards

The Committee discussed

- DU-COMM staff concluded there is no need for box cards from DU-COMM's perspective.
- CAD running orders were discussed, and it was noted that the information in PowerDMS may not be correct.
- Running order changes need to be updated in the CAD Down Policy workflow.
- DU-COMM will send out the CAD Down orders for review.
- There is agreement to move forward without official box cards, using CAD responses and running orders instead.
- The Box Cards shall be archived.
- Specialty Box Cards will be retained, and Agencies will still have MABAS box cards.

### C. EMS Box Cards

The Committee discussed

- Clarification was made regarding EMS box levels and the training bulletin.
- All DU-COMM Agencies have the ability to add EMS levels to any event type.
- An EMS Box Card training bulletin will be issued with a numbering system.

## 7. New Business

### A. Meeting Schedule

Chief Fors noted

- A proposal was made to move to an every other month meeting schedule.
- The committee will plan to meet next month to follow up on CAD down procedures and radio updates, then assess the meeting schedule moving forward.

### B. Server Weather Siren Activation

MIS Manager Klien noted

- The siren automation system was tested, and the results were encouraging.
- Discussions ensued regarding the location of the Polygon and how it affects phone alerts versus siren activation. The public called Fire Stations asking why the sirens sounded and their phones did not alert them.
- On April 1st at 10:00 AM, a simulated county-wide tornado warning will be used to test the siren activation system.
- The system only triggers sirens for new warnings, not updates to existing warnings.
- DU-COMM will disseminate information regarding siren activation procedures and community education.

## 8. Other Business

- Inquiries were made about how CAD handles rollover responses that are changed to extrications.
  - CAD will add the difference in the response.
- Issues with Purvis tones in one station were reported, with vendors working to resolve the problem.

## 9. Adjournment

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

The next Fire Operations Subcommittee meeting is April 17, 2025 – 8:00 a.m. at DU-COMM.

Respectfully submitted,

*Kimberly Regalado*

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