

# DU-COMM

**DuPage Public Safety Communications**  
420 N. County Farm Road, Wheaton, IL 60187  
(630) 260-7500 Main  
[www.ducomm.org](http://www.ducomm.org)

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## **HR/ADMIN SUBCOMMITTEE MEETING - AGENDA**

Thursday, May 9, 2024 – 9:00 a.m.

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

- 1. Roll Call**
- 2. Public Comment**
- 3. Minutes**
  - A. March 14, 2024
- 4. Old Business**
  - A. HR Manager Position Recruitment
  - B. Unpaid LOA – Insurance (on hold)
  - C. ADA Grievance Procedure Policy (need draft – no update)
- 5. Reports and Updates**
  - A. Wellness Initiatives: Culture Improvements – Update
    - i. Healthy Dispatcher Report
  - B. Labor Management Meetings – Update
  - C. Open Positions & Hiring – Update
- 6. New Business**
  - A. No Bullying Policy
- 7. Next Steps / Future Goals**
  - A. Organizational Chart Review
  - B. Personnel Manual revision
- 8. Other Business**
- 9. Adjournment**

Attachment: HR Report March & April 2024