

# DU-COMM

DuPage Public Safety Communications  
420 N. County Farm Road, Wheaton, IL 60187  
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www.ducomm.org



## EXECUTIVE COMMITTEE - MEETING MINUTES

Wednesday, February 24, 2021 – 7:30 a.m.  
DU-COMM, 420 N. County Farm Road, Wheaton, IL  
Virtual via Zoom

Mayor Brummel called the Executive Committee meeting to order at 7:32 a.m.

### 1. Roll Call

**Present:**

|                                       |                                  |
|---------------------------------------|----------------------------------|
| Mayor David Brummel (Chairman)        | City of Warrenville (at 420)     |
| Mayor Rod Craig (Vice-Chairman)       | Village of Hanover Park (at 420) |
| Manager David Fieldman (Secretary)    | Village of Downers Grove         |
| Trustee Timothy Deutschle (Treasurer) | Bloomingtondale FPD              |
| President Brent Frank                 | Lisle-Woodridge FPD              |
| Administrator Michael Guttman         | City of West Chicago             |
| Police Chief Phil Norton              | Village of Glen Ellyn (at 420)   |
| Fire Chief Andy Bonomo                | York Center FPD (at 420)         |
| Police Chief John Madden              | Village of Burr Ridge            |
| Fire Chief Barry Liss                 | Village of Oak Brook             |

**Staff:** Executive Director Tegtmeyer, Deputy Director Lamela, Deputy Director Baarman, Finance/HR Manager Athitakis, Executive Secretary Keifer

**Guests:** Attorney John Kelly DiNolfo, Ottosen DiNolfo Hasenbalg & Castaldo, Ltd., West Chicago Fire Chief Patrick Tanner

### 2. Public Comment

(Submit any public comments by email to [contact@ducomm.org](mailto:contact@ducomm.org) or mail by Tuesday, 02-23-21 at 5:00 p.m.) – None

### 3. Approval of Minutes

A. January 19 2021 – Executive Committee Minutes

Chief Norton made the motion to approve the minutes of January 19, 2021 and Mayor Craig seconded. The motion was approved by unanimous roll call vote.

### 4. Approval of Financials

A. Monthly Revenue Expenditure Report – January 2021

B. Monthly Bill Listing – January 2021

Chief Norton made the motion to approve the January 2021 Bill Listing and Mayor Craig seconded. The motion was approved by unanimous roll call vote.

### 5. Committee Reports

A. Chiefs Operating Committee Report – Chief Madden

Chief Madden noted discussions on IPAWS, Panhandler call response, sit-a-longs for agency personnel and TC applicants; will hold off agency sit-a-longs for now, and the DHS pilot cybersecurity program. Mayor Craig asked about meeting problems, and DD Lamela noted quorum issues at Police Operations meetings.

B. Finance Subcommittee Report – Administrator Guttman

Administrator Guttman noted the Subcommittee began review of the Investment Policy and asked staff to bring changes to the next meeting. Also discussed benchmarking and Lauterbach and Amen proposal, with potential to share the cost with NWCDS, and the Subcommittee approved.

C. DuPage County ETSB Report – Executive Director Tegtmeyer

Director Tegtmeyer noted the ETSB discussed the existing Policy Advisory Committee (PAC) will guide the radio replacement project. Subsequent to the ETSB meeting, Fire Ops discussed if the PAC represents all members, and staff to ensure DU-COMM gets feedback from members regarding needs and expectations. Radio replacement budgeted at \$25 million in the next ESTB budget, which begins in November.

Administrator Guttman asked about the ETSB PSAP IGA and fund allocation, and the Director noted it is included in the ETSB Director's goals, to be discussed in the next ETSB Executive Session. Administrator Guttman noted the need to push to obtain it, as many of our budget decisions rely on it.

# DU-COMM

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## **6. Staff Reports**

- A. Executive Director's Report - Brian Tegtmeyer
- B. Operations Department Report – Nicole Lamela
- C. Support Services Department Report – Matt Baarman
- D. Administrative Department Report - Angela Athitakis

Director Tegtmeyer noted reports in the packet and emailed the 2020 CAD stats before the meeting. CAD stats reflect call volume for CAD initiated events, and first full year on new CAD system. Will work on the 2020 annual report. Worked to fill authorized staff of 83 (full authorization is 87). Hiring delayed due to COVID, moved to online testing, conducted 14 interviews, and made three conditional offers. To meet a goal discussed by this committee, we budgeted and began training with Leadership Management Institute (LMI). Facilitator Karen Shorey has worked with 9-1-1 center and Sheriff's Office for many years. Department Heads began training, the four (4) Communications Managers will train next, and the six (6) Communications Supervisors to follow, and complete by yearend. The program includes education, individual coaching, and mentoring.

DD Lamela noted TC training continues. DD Baarman noted DU-COMM was selected to participate in a pilot program with SecuLore, a cybersecurity product focused on public safety. The Department of Homeland Security will fund the one-year grant. The product may have redundancies with DarkTrace, but will provide a good measurement of which product is the right tool. The vendor does not yet know the cost of the product. Staff is working on the MOU.

Chief Bonomo noted the importance of the Leadership training and knows Facilitator Shorey. He asked about the low percentage of applicants that passed the online test (107 took test, 27 passed). Manager Athitakis noted the module online test, measured multi-tasking, and problem solving. Compared to the written zone tests, the online test has a 2% higher passing rate. Generally 23-25% passed the zone test. Mayor Craig asked about the 9-1-1 outage and recovery. The Director noted the connections were rebuilt, because there were no backups for the system. The ETSB works with the vendor to ensure backups are ready for future upgrades, etc. A variety of contractually issues with the 9-1-1 maintenance SPE system, and DU-COMM is concerned about the lack of backup, which is not an efficient way to maintain a critical system.

Mayor Brummel offered kudos on the LMI initiative. A sign of a superior senior staff is when not only do they do their job, but they look for ways to do it better and more professionally. Very appreciative of the senior staff in this room.

## **7. Old Business**

- A. 600 Wall Street

Director Tegtmeyer noted work to dispose of surplus equipment, and with a vendor to remove their equipment. Once removed, will separate power between the two buildings, and then will begin work to sell the property. Mayor Brummel noted the soft market.

## **8. New Business**

- A. COVID-19 Update

Director Tegtmeyer summarized the memo and noted two consoles to be added to the center. Asked for questions and Mayor Craig asked about concern of employees that do not want the vaccine. The Director noted concern, but unclear if employees will seek the vaccine elsewhere, and the uncertainty on when those who had COVID could be vaccinated. It was noted employees with symptoms must stay home for 10-14 days and use benefit time.

- B. Cambium Purchase

Chief Norton made a motion to approve the Alliance Communications equipment for \$46,269.12 and Mayor Craig seconded. The motion was approved by unanimous roll call vote.

- C. Selex Purchase

Chief Norton noted appreciation for the memos in the packet with details.

Chief Norton made a motion to approve the Selex equipment for \$67,364.00 and Chief Bonomo seconded. The motion was approved by unanimous roll call vote.

## **9. Executive Closed Session for the purposes of discussing:**

- A. Personnel matters (5 ILCS 120/2 (c) 1)
- B. Collective negotiating matters (5 ILCS 120/2 (c) 2)
- C. Purchase or lease of real property (5 ILCS 120/2 (c) 5)
- D. Security procedures (5 ILCS 120/2 (c) 8)
- E. Pending, Probable, or Imminent Litigation (5 ILCS 120/2 (c) 11)

Chief Bonomo made the motion to enter Executive Closed Session at 8:05 to discuss Personnel matters (5 ILCS 120/2 (c) 1) and Collective negotiating matters (5 ILCS 120/2 (c) 2). The motion was seconded by Chief Norton and approved by unanimous roll call vote.

Having taken no action the Executive Committee returned to open session at 8:17 a.m.

# DU-COMM

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## **10. Other Business**

A. Actions from closed session – N/A

**Next Meeting:** Wednesday, March 24, 2021 - 7:30 a.m. – DU-COMM, 420 N. County Farm Road, Wheaton, IL

## **11. Adjournment**

At 8:19 a.m. Mayor Craig made a motion to adjourn the meeting and Chief Norton seconded. The motion was approved by unanimous roll call vote. Meeting adjourned.

Respectfully submitted,

*Christine Keifer*

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