

DU-COMM

DuPage Public Safety Communications

420 N. County Farm Road, Wheaton, IL 60187
(630) 260-7500 Main
(630) 924-9280 Fax
www.ducomm.org



Board of Directors Meeting - Minutes

Tuesday, October 16, 2018 – 7:30 a.m.

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

Mayor Brummel called the meeting of the Board of Directors to order at 7:35 a.m.

1. Roll Call

Present:

Mayor David Brummel (Chairman)	City of Warrenville
Mayor Rod Craig (Vice-Chairman)	Village of Hanover Park
Mayor Martin Tully (Secretary)	Village of Downers Grove
Trustee Timothy Deutsche (Treasurer)	Bloomingtondale FPD
President Nick Kosiara	Glenside FPD
President Brent Frank	Lisle-Woodridge FPD (joined at 7:42)
Administrator Douglas Pollack	Village of Burr Ridge
Manager Kevin Barr	Village of Clarendon Hills
Administrator Bryon Vana	Village of Darien
Manager Mark Franz	Village of Glen Ellyn
Assist. Manager Brad Bloom	Village of Hinsdale
Manager Scott Niehaus	Village of Lombard
Manager Eric Ertmoed	Village of Lisle
Administrator Michael Guttman	City of West Chicago
Manager Mike Dzugan	City of Wheaton
Manager Curt Barrett	Village of Winfield
Administrator Al Stonitsch	Village of Woodridge (joined at 7:40)
Police Chief Patrick Ullrich	Village of Bartlett
Police Chief James Kruger	Village of Oak Brook
Police Chief Steve Herron	Village of Roselle

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

Guests: Attorney John Kelly-OBKCG&D, Ron Amen-Lauterbach & Amen

Executive Committee: Burr Ridge Police Chief Madden, Clarendon Hills Fire Chief Leahy, Glen Ellyn Police Chief Norton

2. Pledge of Allegiance

Mayor Brummel noted the new facility and thanked the Director for his efforts.

3. Public Comment - None

4. Approval of Minutes

A. July 17, 2018

Mayor Tully made the motion to approve the minutes of July 17, 2018, and Trustee Deutsche seconded. The motion was approved by unanimous voice vote.

5. Executive Director's Update

Director Tegtmeyer noted cutover occurred on Wednesday, August 29. Midnight shift ended at 600 Wall St., and day shift began at 420 N. County Farm Rd. The transfer of operations took less than 45 minutes, with 20 operational positions at both facilities cutover worked as planned. For over a year DD Baarman and his team identified the cutover process. Some impact to the Station Alerting system were resolved. The Director noted work on punch list items, and County helpful.

Administrator Stonitsch joined the meeting at 7:40 a.m.

The Director noted new technology to more accurately locate cell phones, similar to Apple iOS12 and Google's RapidSOS partnership. Due to our partnership with Smart911, TCs can use the Smart911 app to locate a caller. The Director noted the refocus on Operations, and Attorney Kelly provided liability training yesterday for all shifts.

Manager Barrett inquired about plans for the old facility. Director Tegtmeyer noted applicable equipment powered down to reduce electricity. The delay in the CAD/RMS project pushed the cutover date from February 2019 to June 2019 and impacts plans, as the current CAD remains at the old facility with other equipment. DU-COMM members to decide plan. In the meantime, working with the ETSB to determine if the new CAD training could be held at the old facility. The Executive Committee allowed a little transition time before finalizing a plan, but must determine if members have interest in the facility.

President Frank joined the meeting at 7:42 a.m.

6. Old Business

A. New Facility

1. Project Update - Director Tegtmeyer noted covered earlier in meeting.

B. Fire Funding Formula Subcommittee – Update

Director Tegtmeyer noted the Fire Funding Formula Subcommittee was led by Former Carol Stream Manager Joe Breinig before he retired. Manager Guttman was asked to fill the position and accepted. Like Carol Stream, West Chicago has a FPD and not a Fire Department. Meeting to be scheduled soon. Mayor Brummel thanked Manager Guttman for accepting the post.

7. New Business

A. FYE18 Annual Audit

Mayor Brummel noted the meeting packet information and asked Mr. Amen to provide an executive summary. Mr. Amen noted the Auditor's opinion in the Independent Auditor's report, stated a clean, unmodified audit, which is the highest opinion. Mr. Amen summarized the financial position of the organization and thanked Manager Athitakis for her hard work and cooperation with the audit.

Manager Franz inquired about the reserve policy position, and Manager Athitakis noted DU-COMM follows GFOA with three months of cash reserves, in addition to assigned funds for various projects. Manager Franz asked about the six month and five year forecasts. Director Tegtmeyer noted forecasts are in the annual budget process, which the Executive Committee will review next month.

Administrator Guttman made the motion to approve the FYE18 Annual Audit, and Mayor Tully seconded. The motion was approved by unanimous roll call vote.

B. Financial Authority Resolution 18-002

Director Tegtmeyer noted the resolution was needed by Illinois Funds due to the change of address. As the matter was time sensitive, the Executive Committee authorized and the Board to approve today.

Administrator Stonitsch made the motion to approve Financial Authority Resolution 18-002, and President Kosiara seconded. The motion was approved by unanimous voice vote.

C. 2019 Agency Meeting Calendar

President Frank made the motion to approve the 2019 Agency Meeting Calendar and President Kosiara seconded. The motion was approved by unanimous voice vote.

8. Executive Closed Session

- 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)

The Board of Directors did not go into closed session.

9. Other Business

A. Actions from closed session - none needed.

Director Tegtmeyer noted agency stickers are available (for the patch wall, but not made to specifications). Open House Challenge coin and notebook also available.

10. Adjournment

Mayor Tully made a motion to adjourn the meeting at 7:50 a.m., and President Kosiara seconded. The motion was approved by unanimous voice vote. Meeting adjourned.

The next Board of Directors is Tuesday, January 15, 2019, 7:30 a.m. at DU-COMM.

Respectfully submitted,

Christine Keifer

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