



DU PAGE COUNTY

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Police Records Management System Oversight

Final Regular Meeting Agenda

Wednesday, December 11, 2024

2:00 PM

Room 3500B

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **CHAIRMAN'S REMARKS**

4. **PUBLIC COMMENT**

5. **APPROVAL OF MINUTES**

5.A. [24-3297](#)

Police Records Management System Oversight Committee - Special Call Meeting -
Thursday, May 16, 2024

5.B. [24-3298](#)

Police Records Management System Oversight Committee - Regular Meeting -
Wednesday, June 12, 2024

5.C. [24-3299](#)

Police Records Management System Oversight Committee - Special Call Meeting -
Wednesday, August 14, 2024

5.D. [24-3300](#)

Police Records Management System Oversight Committee - Regular Meeting -
Wednesday, September 11, 2024

6. **ACTION ITEMS**

6.A. [24-3285](#)

Adoption of Police Records Management System Oversight Committee 2025 Meeting
Schedule

7. **DISCUSSION**

7.A. [24-3282](#)

PRMS Oversight Committee Clarification Letter

7.B. [24-3283](#)

MFR-OCR 10.0 Upgrade Project Update

7.C. [24-3284](#)
RFP Process Update

- 8. **OLD BUSINESS**
- 9. **NEW BUSINESS**
- 10. **ADJOURNMENT**



Minutes

421 N. COUNTY FARM
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File #: 24-3297

Agenda Date: 12/11/2024

Agenda #: 5.A.



DU PAGE COUNTY

Police Records Management System Oversight Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Thursday, May 16, 2024

9:45 AM

503 N. County Farm Road, Room
3-C-030, Wheaton, IL

Special Call

1. CALL TO ORDER

2:00 PM meeting was called to order by Chair Berlin at 2:00 PM.

2:00 PM meeting was called to order by Chair Berlin at 2:00 PM.

2. ROLL CALL

PRESENT	Berlin, Conroy, Martynowicz, McPhearson, Mendrick, Ritz, and Zerwin
ABSENT	Franz, Scalera, Sennett, and Maranowicz

3. CHAIRMAN'S REMARKS

Chair Berlin thanked everyone for attending today and welcomed the Hexagon representatives. He thanked everyone for their engagement in this process over the past few months and for staying together as a team.

4. PUBLIC COMMENT

No public comments were offered.

5. DISCUSSION

5.A. [24-1507](#)

Hexagon MFR & OCR 10.0 Demonstration

Member McPhearson thanked everyone for their participating in today's meeting. He said we have been talking about comparing our current products to newer solutions. He said we know the new MFR/OCR 10.0 products have the functionality that our user-base needs and provides the same functionality, if not more, and even more integrations, that are needed. He then introduced Tammy Heaton with Hexagon.

Ms. Heaton and her team provided a demonstration of the Hexagon MFR/OCR 10.0 product. Discussion followed.

6. OLD BUSINESS

No old business was discussed.

7. NEW BUSINESS

No new business was discussed.

8. ADJOURNMENT

With no further business, the meeting was adjourned.



Minutes

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File #: 24-3298

Agenda Date: 12/11/2024

Agenda #: 5.B.



DU PAGE COUNTY

Police Records Management System Oversight

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
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Wednesday, June 12, 2024

2:00 PM

Room 3500B

1. **CALL TO ORDER**

2:00 PM meeting was called to order by Lisa Smith at 2:00 PM.

2. **ROLL CALL**

Lisa Smith was present as a representative for Chair Bob Berlin.

Member Maranowicz was absent.

Dave Fieldman submitted his letter of resignation from the PRMS Oversight Committee on Tuesday, June 11, 2024.

PRESENT	Berlin, Conroy, Franz, Martynowicz, McPhearson, Mendrick, Ritz, Scalera, Sennett, and Zerwin
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3. **CHAIRMAN'S REMARKS**

4. **PUBLIC COMMENT**

No public comments were offered.

5. **APPROVAL OF MINUTES**

5.A. [24-1758](#)

Police Records Management System Oversight Committee - Regular Meeting - Wednesday, March 13, 2024

Attachments: [2024-03-13 PRMS Oversight Committee Minutes](#)

RESULT:	APPROVED
MOVER:	Deborah A. Conroy
SECONDER:	Anthony McPhearson

6. **DISCUSSION**

There was discussion regarding the Hexagon contract, CAD and RMS RFP, IGA, Addison exit agreement, and a proposal to assume responsibility for legacy RMS.

6.A. [24-1759](#)

Hexagon Contract

RESULT:	NO ACTION REQUIRED
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- 6.B. [24-1760](#)
CAD and RMS RFP Update

RESULT: NO ACTION REQUIRED

- 6.C. [24-1761](#)
IGA Update

RESULT: NO ACTION REQUIRED

- 6.D. [24-1762](#)
Addison Exit Agreement

RESULT: NO ACTION REQUIRED

- 6.E. [24-1763](#)
Proposal to Assume Responsibility for Legacy RMS (CJIS, NetRMS)

RESULT: NO ACTION REQUIRED

7. OLD BUSINESS

Member Franz asked for the status on the MFR upgrade. Member McPhearson said it should be completed by mid-2025.

8. NEW BUSINESS

Member Franz noted that Dave Fieldman tendered his resignation from this committee and we should have the DMMC appoint a replacement as soon as possible. Member Blumenthal said this committee selects a vice chair, which must be a non-County member, noting that it will be added to the August special call agenda.

9. ADJOURNMENT

With no further business, the meeting was adjourned.



Minutes

421 N. COUNTY FARM
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File #: 24-3299

Agenda Date: 12/11/2024

Agenda #: 5.C.



DU PAGE COUNTY

Police Records Management System Oversight

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Wednesday, August 14, 2024

2:00 PM

Room 3500B

Special Call

1. CALL TO ORDER
2. ROLL CALL

PRESENT	Berlin, Conroy, Franz, Guttman, Martynowicz, McPhearson, Mendrick, Sennett, Walter, and Zerwin
ABSENT	Ritz
REMOTE	Scalera

MOTION TO ALLOW REMOTE PARTICIPATION

Member Blumenthal moved, seconded by Member McPhearson, to allow remote participation. All ayes. Motion carried.

3. CHAIRMAN'S REMARKS
4. PUBLIC COMMENT
5. INFORMATIONAL

5.A. [24-2129](#)

Appointment of Evan Walter to the PRMS Oversight Committee

Attachments: [DMMC E. Walter - DuPage County PRMS Oversight Committee Appointment 8.2024 Redacted.pdf](#)

RESULT: ACCEPTED AND PLACED ON FILE
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5.B. [24-2172](#)

Appointment of Jason Bielawski to the PRMS Oversight Committee

Attachments: [DMMC J. Bielawski - DuPage County PRMS Oversight Committee Appointment 9.2024 Redacted.pdf](#)

RESULT: ACCEPTED AND PLACED ON FILE
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5.C. [24-2173](#)

Appointment of Michael Guttman to the PRMS Oversight Committee

Attachments: [DMMC M. Guttman - DuPage County PRMS Oversight Committee Appointment](#)

RESULT: ACCEPTED AND PLACED ON FILE
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6. ACTION ITEMS

6.A. [24-2130](#)

Selection of New Vice Chair of the PRMS Oversight Committee

Member Blumenthal (Conroy) nominated Member Franz for the role as Vice Chairman. Member Franz accepted. No other nominations were offered.

RESULT:	APPROVED
MOVER:	Deborah A. Conroy
SECONDER:	Anthony McPhearson
AYES:	Berlin, Conroy, Guttman, Martynowicz, McPhearson, Mendrick, Scalera, Sennett, Walter, and Zerwin
ABSENT:	Ritz
ABSTAIN:	Franz

6.B. [ETS-R-0059-24](#)

Resolution approving a mutual termination agreement between the County of DuPage, on behalf of the Emergency Telephone System Board of DuPage County, and the Village of Addison. (Pending Parent Committee Approval)

Attachments: [Mutual Termination Agreement between County of DuPage and the Village of Addison_Redacted.pdf](#)

RESULT:	APPROVED
MOVER:	Deborah A. Conroy
SECONDER:	Anthony McPhearson
AYES:	Berlin, Conroy, Franz, Martynowicz, McPhearson, Mendrick, Scalera, Sennett, Walter, and Zerwin
ABSENT:	Ritz
ABSTAIN:	Guttman

6.C. [24-2167](#)

2016AC-16 - Amendment to Resolution 2016-16, issued to Intergraph Corporation, d.b.a. Hexagon Safety & Infrastructure, a Delaware Corporation, PO 950900/1914-1, to incorporate a First Amendment to the Restatement Agreement, to decrease the maintenance for FY25-27, resulting in an amended contract total of \$22,477,706.78, a decrease of -0.42%.

Attachments: [Hexagon 950900 Change Order 29.pdf](#)
[Hexagon 950900 Requisition.pdf](#)
[Hexagon 950900 Decision Memo.pdf](#)
[First Amendment Dupage County \(8-7-24\).pdf](#)

RESULT:	APPROVED
MOVER:	Michael Guttman
SECONDER:	Anthony McPhearson

6.D. [PRMS-P-0001-24](#)

Recommendation for the approval of a contract to DeltaWRX, LLC, to develop an RFP, evaluate responses, participate in the selection and in the contract negotiations for the Police Records Management System (PRMS), for the period of August 27, 2024 through August 26, 2027, for a total contract amount of \$192,269.36. Other Professional Services not suitable for competitive bid per 55 ILCS 5/5-1022(c). Vendor selected pursuant to DuPage County Procurement Ordinance 2-353(1)(b).

Attachments: [DeltaWRX - PRCC \(PRMS\)](#)
[DELTAWRX - Proposal for CAD and RMS RFP Development 2024-05-08](#)
[DeltaWRX - VED \(PRMS\)](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Anthony McPhearson
SECONDER:	Mark Franz

7. PRESENTATION

7.A. [24-2131](#)

Proposed FY2025 Budget

The proposed FY2025 RMS budget was presented and will be voted on at the September meeting.

Attachments: [FY25-FY27 PRMS Operational and Reimbursement Budget](#)

RESULT:	PRESENTED
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8. DISCUSSION

8.A. [24-2180](#)

Review of Proposed Amended IGA

There was discussion regarding the proposed amended IGA. Staff requested feedback from committee members. Member Franz said he thinks it should be left as it is for the

next couple of years. Member McPhearson stated we need to make a decision prior to December 1, 2024. Member Blumenthal said we will start circulating the proposed amended IGA to agencies over the next month for review. Members Walter and Guttman agreed that this item should be tabled.

Attachments: [Proposed Amendment to IGA](#)

RESULT: NO ACTION REQUIRED

9. OLD BUSINESS

No old business was discussed.

10. NEW BUSINESS

Chair Berlin thanked Dave Fieldman, Joe Maranowicz, and Jodi Sennett for their service on this committee. He also thanked Member Scalera for his years of continued service.

11. ADJOURNMENT

With no further business, the meeting was adjourned.



Minutes

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File #: 24-3300

Agenda Date: 12/11/2024

Agenda #: 5.D.



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Police Records Management System Oversight Final Summary

Wednesday, September 11, 2024

2:00 PM

Room 3500B

1. CALL TO ORDER

2:00 PM meeting was called to order by Chair Berlin at 2:01 PM.

2. ROLL CALL

PRESENT	Berlin, Conroy, Franz, Guttman, Martynowicz, McPhearson, Mendrick, Walter, and Zerwin
ABSENT	Bielawski
REMOTE	Ritz, and Scalera

MOTION TO ALLOW REMOTE PARTICIPATION

Member McPhearson moved, seconded by Member Guttman, to allow remote participation. All ayes. Motion carried.

3. CHAIRMAN'S REMARKS

Chair Berlin acknowledged the 23rd anniversary of 9/11 and all of the families of the first responders who were involved and gave their lives as well as the victims of that day and their families.

4. PUBLIC COMMENT

[24-3295](#)

Online Public Comment

All online submissions for public comment for the September 11, 2024 DuPage County PRMS Oversight Committee meeting are included for the record in their entirety. They are found in the minutes packet and at the link above.

Attachments: [PRMS Public Comment 09-11-2024](#)

5. APPROVAL OF MINUTES

[24-2444](#)

Police Records Management System Oversight Committee - Special Call Meeting - Wednesday, April 3, 2024

Attachments: [2024-04-03 PRMS Oversight Committee Minutes \(summary\).pdf](#)

RESULT:	APPROVED
MOVER:	Deborah A. Conroy
SECONDER:	Anthony McPhearson

6. ACTION ITEMS

[24-2409](#)

Approval of FY2025 Budget

Member McPhearson presented the FY2025 budget for approval. Discussion followed.

Attachments: [PRMS Operational and Reimbursement Budget FY25-FY27](#)

RESULT:	APPROVED
MOVER:	Jeffrey Martynowicz
SECONDER:	Anthony McPhearson

[24-2410](#)

Authorization for periodic transfer of funds from the Equipment Replacement Fund to the PRMS Operations Fund for payment of the previously approved DeltaWRX, LLC contract (PRMS-P-0001-24), to coincide with the completion of project phases as outlined in “Table 1. Professional Fees” of the contract.

Member McPhearson moved, seconded by Member Scalera, to approve item 6B. Discussion followed.

Ms. Smith said there was a summary of this item in the packet last month, when it was discussed. Member Franz requested that an update be sent out with the packets. Member Zerwin said we will receive a monthly report from DeltaWrx.

Member Guttman asked if we this item is authorizing a concept, specific amount, or cap. Ms. Smith said it is authorizing the concept of approving a specific approved amount in each stage. Member Guttman asked if we are authorizing the full amount or if there will be periodic budget transfers. Member Franz asked if we can include not to exceed verbiage. Member Zerwin said if we have to pay a bill, there will be a budget transfer form then a bills list payment, likely in December.

Member Guttman asked what the next benchmark would be if this is approved today. Member McPhearson said it does authorize the completion up to the not to exceed amount of \$192,000, but it can be amended to be done in phases, if that is the will of the committee.

Chair Berlin moved, seconded by Member Franz, to amend the resolution to include language not to exceed \$192,269.36. All ayes. Motion carried.

Member Franz moved, seconded by Member Blumenthal, to approve item 6B, as amended.

RESULT:	APPROVED AS AMENDED
MOVER:	Mark Franz
SECONDER:	Deborah A. Conroy

10. OLD BUSINESS

No old business was discussed.

11. NEW BUSINESS

Chair Berlin said Oak Brook Police Chief Stroke sent a letter to Director Zerwin on August 5, 2024, notifying their termination of their IGA, effective May 1, 2025. Discussion followed.

12. ADJOURNMENT

With no further business, the meeting was adjourned.



Action Item

421 N. COUNTY FARM
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File #: 24-3285

Agenda Date: 12/11/2024

Agenda #: 6.A.

**Police Records Management System (PRMS)
Oversight Committee
2025 Meeting Schedule**

All meetings will convene at 2:00 p.m.
Conference Room 3-500B
(Unless otherwise specified)
421 N. County Farm Road
Wheaton, IL 60187

Wednesday, March 12th

Wednesday, June 11th

Wednesday, September 10th

Wednesday, December 10th



Discussion

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File #: 24-3282

Agenda Date: 12/11/2024

Agenda #: 7.A.



Discussion

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File #: 24-3283

Agenda Date: 12/11/2024

Agenda #: 7.B.



Discussion

421 N. COUNTY FARM
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File #: 24-3284

Agenda Date: 12/11/2024

Agenda #: 7.C.
