



# DU PAGE COUNTY

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

## Police Records Management System Oversight Final Summary

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Wednesday, October 1, 2025

2:00 PM

Room 3500B

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### Special Call

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Evan Shields was present as a representative for Member Conroy.  
Eddie Moore was present as a representative for Member Mendrick.

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

<b>PRESENT</b>	Berlin, Bielawski, Conroy, Franz, Holmer, Martynowicz, McPhearson, Patrick, Walter, and Zerwin
<b>ABSENT</b>	Scalera
<b>REMOTE</b>	Mendrick

**3. CHAIRMAN'S REMARKS**

Chair Berlin welcomed new members Holmer and Patrick.

**4. PUBLIC COMMENT**

No public comments were offered.

**5. APPROVAL OF MINUTES**

5.A. [25-2334](#)

Police Records Management System Oversight Committee - Special Call Meeting - Wednesday, August 27, 2025

**Attachments:** [2025-08-27 PRMS Oversight Committee Minutes](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mark Franz
<b>SECONDER:</b>	Jason Bielawski

**6. INFORMATIONAL**

6.A. [25-2338](#)

Appointment of William Holmer to the PRMS Oversight Committee

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**Attachments:** [W. Holmer PRMS Appointment - 9.2025\\_Redacted.pdf](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Deborah A. Conroy
<b>SECONDER:</b>	Anthony McPhearson

- 6.B. [25-2339](#)  
Appointment of Kevin Patrick to the PRMS Oversight Committee

**Attachments:** [K. Patrick PRMS Appointment](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Deborah A. Conroy
<b>SECONDER:</b>	Anthony McPhearson

## 7. ACTION ITEMS

- 7.A. [25-2337](#)  
Approval of FY2026 Budget

**Attachments:** [PRMS Oversight Committee - FY2026 Budget Presentation](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Deborah A. Conroy
<b>SECONDER:</b>	Anthony McPhearson

## 8. DISCUSSION

- 8.A. [25-2335](#)  
MFR-OCR 10 Upgrade Update  
Don Ehrenhaft and Member McPhearson provided an update on the MFR-OCR 10 upgrade.

- 8.B. [25-2336](#)  
RFP Process Update  
Don Ehrenhaft and Member McPhearson provided an update on the RFP process.

## 9. OLD BUSINESS

No old business was discussed.

## 10. NEW BUSINESS

Chair Berlin advised the committee that we have received official notice from Downers Grove of their termination from the consortium, effective April 30, 2026. He also confirmed the current IGA goes through 2027.

**11. ADJOURNMENT**



# Minutes

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**File #:** 25-2334

**Agenda Date:** 10/1/2025

**Agenda #:** 5.A.

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# DU PAGE COUNTY

## Police Records Management System Oversight Final Summary

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Wednesday, August 27, 2025

2:00 PM

Room 3500B

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### Special Call

#### 1. CALL TO ORDER

2:00 PM meeting was called to order by Chair Berlin at 2:18 PM.

#### 2. ROLL CALL

Evan Shields was present as a representative for Member Conroy.  
Eddie Moore was present as a representative for Member Mendrick.

Member Zerwin moved, seconded by Member Shields, to allow remote participation. All ayes.  
Motion carried.

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

#### 3. CHAIRMAN'S REMARKS

Chair Berlin said the RFP was officially released yesterday, adding that the next few months will be critical for the consortium.

#### 4. PUBLIC COMMENT

No public comments were offered.

#### 5. APPROVAL OF MINUTES

##### 5.A. [25-2021](#)

Police Records Management System Oversight Committee - Special Call Meeting -  
Wednesday, June 11, 2025

**Attachments:** [2025-06-11 PRMS Oversight Committee Minutes](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Deborah A. Conroy
<b>SECONDER:</b>	Anthony McPhearson

**6. ACTION ITEMS**

6.A. [25-2043](#)

PRMS-R-0002-25 - Additional appropriation for the PRMS Operation Fund, Company 4000 - Accounting Unit 5830, in the amount of \$88,776.

Member McPhearson explained that this appropriation is to cover two outstanding invoices related to the MFR/OCR upgrade. He said one milestone was completed last year while the other was completed recently. He said this appropriation moves the necessary funds into the PRMS fund.

**Attachments:** [RESOLUTION - PRMS-R-0002-25 - PRMS Appropriation - Backup Documentation.pdf](#)  
[ETSB Memo RE Hexagon Invoices & PRMS ERF Budget Transfer](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Deborah A. Conroy
<b>SECONDER:</b>	Anthony McPhearson

**7. DISCUSSION**

7.A. [25-2005](#)

MFR-OCR 10 Upgrade Update

Don Ehrenhaft gave an update on the MFR/OCR upgrade and the RFP process. Discussion ensued.

Mr. Ehrenhaft then presented the proposed FY2026 RMS/DuJIS budget, as attached hereto. Discussion ensued.

7.B. [25-2006](#)

RFP Process Update

7.C. [25-2007](#)

Proposed FY2026 Budget

**Attachments:** [PRMS Oversight Committee - FY2026 Budget Presentation](#)

**8. OLD BUSINESS**

Member Franz asked how invoices will be handled this year. Mr. Ehrenhaft said they will likely be sent out in late January. He said projections were sent to agencies in July.

**9. NEW BUSINESS**

Member Franz said the DMMC meeting has been moved back to September 11th, so perhaps we should postpone the September PRMS Oversight Committee meeting until after that date. Chair Berlin said we can move the PRMS meeting back to Wednesday, September 1, 2025 at 2:00 PM and we will cancel the PRMS meeting on September 10, 2025.

**10. ADJOURNMENT**

With no further business, the meeting was adjourned.



# Informational

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**File #:** 25-2338

**Agenda Date:** 10/1/2025

**Agenda #:** 6.A.

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# DuPage Mayors and Managers Conference

*an association of municipalities representing 1,000,000 people*

1220 Oak Brook Road  
Oak Brook, Illinois 60523  
(630) 571-0480  
www.dmmc-cog.org

*Founded June 19, 1962*

## MEMBER MUNICIPALITIES

- Addison
- Aurora
- Bartlett
- Bensenville
- Bloomington
- Bolingbrook
- Burr Ridge
- Carol Stream
- Clarendon Hills
- Darien
- Downers Grove
- Elmhurst
- Glen Ellyn
- Glendale Heights
- Hanover Park
- Hinsdale
- Itasca
- Lemont
- Lisle
- Lombard
- Naperville
- Oak Brook
- Oakbrook Terrace
- Roselle
- Schaumburg
- Villa Park
- Warrenville
- Wayne
- West Chicago
- Westmont
- Wheaton
- Willowbrook
- Winfield
- Wood Dale
- Woodridge

## ASSOCIATE MEMBER

- Western Springs

September 18, 2025

The Honorable Robert Berlin  
State's Attorney  
DuPage County State's Attorney's Office  
503 N. County Farm Road  
Wheaton, IL 60187

Dear State's Attorney Berlin,

On September 18, 2025, the DuPage Mayors and Managers Conference Board of Directors approved the appointment of William Holmer, Village Manager of Carol Stream, to replace Michael Guttman, former City Administrator of West Chicago, on the Police Records Management System (PRMS) Oversight Committee. Please take the necessary steps to process the appointment of Village Manager Holmer to the Committee.

If you have any questions or concerns, please contact Executive Director Suzette Quintell at [squintell@dmmc-cog.org](mailto:squintell@dmmc-cog.org) or (630) 571-0480. Thank you in advance.

Sincerely,  
**Signature on File**

David Pileski  
President, DuPage Mayors and Managers Conference  
Mayor, Village of Roselle



## Informational

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**File #:** 25-2339

**Agenda Date:** 10/1/2025

**Agenda #:** 6.B.

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## ASSOCIATE MEMBER

- Western Springs

September 18, 2025

The Honorable Robert Berlin  
State's Attorney  
DuPage County State's Attorney's Office  
503 N. County Farm Road  
Wheaton, IL 60187

Dear State's Attorney Berlin,

On September 18, 2025, the DuPage Mayors and Managers Conference Board of Directors approved the appointment of Kevin Patrick, President of Villa Park, to replace Jim Ritz, former City Administrator of Oakbrook Terrace, on the Police Records Management System (PRMS) Oversight Committee. Please take the necessary steps to process the appointment of Village President Patrick to the Committee.

If you have any questions or concerns, please contact Executive Director Suzette Quintell at [squintell@dmmc-cog.org](mailto:squintell@dmmc-cog.org) or (630) 571-0480. Thank you in advance.

Sincerely,  
**Signature on File**

David Pileski  
President, DuPage Mayors and Managers Conference  
Mayor, Village of Roselle



## Action Item

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**File #:** 25-2337

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# DUPAGECOUNTY

## Police Records Management Systems (PRMS)

INFORMATIONAL & BUDGET PRESENTATIONS – August 27, 2025



# PRMS Operational Updates

## The State of the Consortium

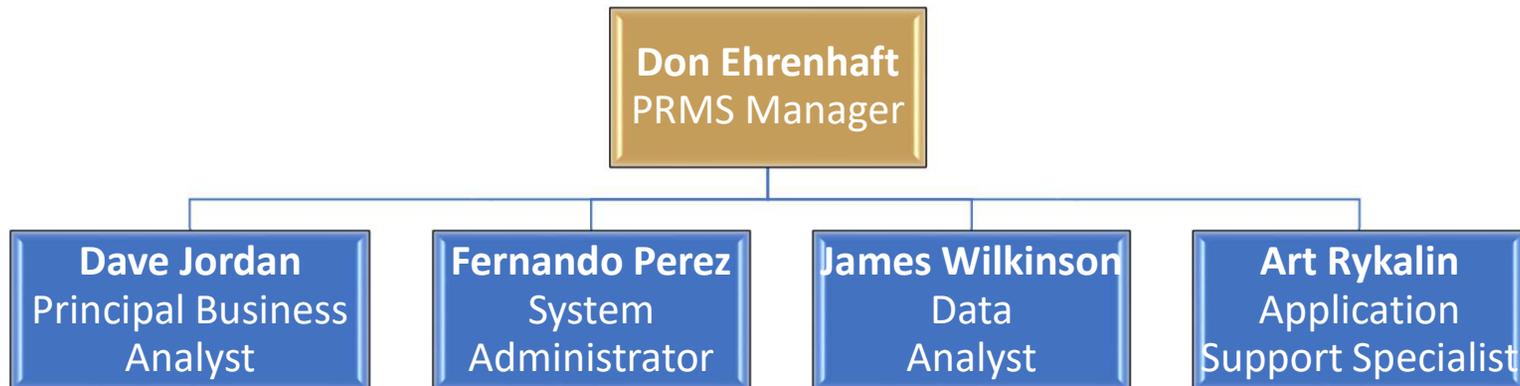


**DUPAGE**COUNTY



# PRMS Staff

## Police Records Management Systems (PRMS) Organizational Structure





# PRMS Agency Exit

1. **Oak Brook (anticipated last day of participation April 30<sup>th</sup>, 2025)**
2. **Data Delivery**
  - a) A preliminary extract was provided to Oak Brook on January 28<sup>th</sup>, 2025.
  - b) A complete, final extract of all Oak Brook data will be provided no later than 2 weeks after use ends.
3. **Downers Grove** – No official notice has been given, but they have unofficially expressed plans to leave.
4. **No other agencies have expressed intent to leave.**





# PRMS Current Projects

## 1. MFR/OCR 10

- a) PRMS team has completed all pre-configuration tasks.
- b) Hexagon has provided incomplete configuration processes, and system functionality has yet to be successfully tested. The PRMS team is actively working with Hexagon to address these gaps.

## 2. Consolidation of legacy RMS

- a) As part of the pending Cyber-Security roadmap, we are planning a NetRMS data migration into OnCall Records. The goal is to improve security, user experience, and data integrity, as well as reducing maintenance and support costs.

## 3. RFP for RMS

- a) RFP to be released during the week of August 26<sup>th</sup>.
- b) Selection expected in early 2026.



# FY2026 DuJIS Budget Summary

## DuPage Integrated Justice Information System (DuJIS) / Police Records Management Systems (PRMS)



**DUPAGE**COUNTY



# FY2026 DuJIS Budget Summary

<b>FY2026 Requested Budget:</b>	<b>\$1,931,417</b>
FY2025 Approved Budget:	\$1,921,831
Difference from FY25 to FY26:	\$9,585 (Increase)
Percentage Change:	0.50% ↑
Cost Per User:	\$1,154.46

## Primary Expenses:

- Maintenance: \$628,632
- Salary Expense: \$497,091
- Equipment Replacement: \$430,756





# PRMS Equip. Replacement Fund

FY19-21	FY22	FY22	FY23	FY24	FY25	FY25	FY26	FY26	FY27	Final Amount
Yr. 1	Refresh	Yr. 4	Yr. 5	Yr. 6	Yr. 7	OCR/MFR Upgrade	Yr. 8	OCR/MFR Upgrade	Yr. 9	
\$1,400,000	\$(815,215)	\$400,000	\$400,000	\$410,000	\$420,250	\$(159,768)	\$430,756	\$(195,338)	\$441,525	<u>\$ 2,732,210</u>

**Approx. Fund Balance:** \$2,055,267





**DUPAGE**COUNTY

Thank you!



## Discussion

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**File #:** 25-2335

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**Agenda #:** 8.A.

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## Discussion

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**File #:** 25-2336

**Agenda Date:** 10/1/2025

**Agenda #:** 8.B.

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