

### EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY

Consolidated 9-1-1 Services for DuPage County 421 N. County Farm Road, Wheaton, Illinois 60187 630-550-7743 ETSB911@dupagecounty.gov

#### **BOARD MEMBERS:**

Mr. Greg Schwarze

Chairman **DuPage County Board** Representative

Mr. Mark Franz

Vice Chairman Village of Glen Ellyn DuPage Mayors & Managers Conference Representative

Mrs. Gwen Henry, Ex-Officio

**DuPage County Treasurer** 

Ms. Jean Kaczmarek, Ex-Officio

Secretary - DuPage County Clerk

Mr. Grant Eckhoff

**DuPage County Board** Representative

Ms. Marilu Hernandez

Addison Consolidated Dispatch (ACDC) Representative

Mr. Andrew Honig

**DuPage County Board** Representative

**Chief Patrick Johl** 

Wood Dale Fire Protection District DuPage County Fire Chiefs Association Representative

Mr. Joseph Maranowicz

Village of Addison DuPage Mayors & Managers Conference Representative

Ms. Sheryl Markay Public Representative

**Deputy Chief Dan McCarthy** 

DuPage Sheriff's Office Representative

Ms. Jessica Robb

DuPage Public Safety Communication (DU-COMM) Representative

**Chief David Schar** 

Village of Winfield DuPage County Police Chief

Mr. Kyle A. Wolber

Superior Air-Ground Ambulance Services, Inc. **Emergency Services Representative** 

Ms. Linda Zerwin

**Executive Director** 9-1-1 System Coordinator TO: DuPage County Treasurer's Office

FROM: Greg Schwarze, Chair

Emergency Telephone System Board of DuPage County

DATE: September 10, 2025

SUBJECT: ETSB Payment of Claims List FY25 - September 10, 2025

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on September 10, 2025. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated August 29, 2025.

FY2025 Equalization Fund (400)	0-5820):	<b>D</b>	<u>305,206.80</u>
Total:		\$	305,206.80
	APPROVED	BY:	
	Greg Schwarz	ze, Chair	
	ATTEST:		
	Secretary		

## EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY FY25 EXPENDITURE VS. BUDGET

					ANNUAL		ACTUAL		YEAR T	O D	ATE		REMAINING	% YTD	% YTD
СОМР	AU	Account	Description	APP	ROPRIATION		BUDGET		EXPENDED	E	NCUMBERED		AVAILABLE	EXPENDED	REMAINING
4000	5820	50000-0000	REGULAR SALARIES	\$	1,037,446	\$	1,037,446	\$	693,337.24	\$	-	\$	344,108.56	67%	33%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$	10,200	\$	10,200	\$	7,781.08	\$	-	\$	2,418.92	76%	24%
4000	5820	50080-0000	SALARY & WAGE ADJUSTMENT	\$	33,053	\$	33,053	\$	-	\$	-	\$	33,052.67	0%	100%
4000	5820	51000-0000	BENEFIT PAYMENTS	\$	13,796	\$	13,796	\$	5,747.78	\$	-	\$	8,047.92	42%	58%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$	85,278	\$	85,278	\$	62,607.62	\$	-	\$	22,670.42	73%	27%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$	79,365	\$	79,365	\$	50,839.65	\$	-	\$	28,524.95	64%	36%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$	257,168	\$	257,168	\$	113,594.51	\$	-	\$	143,573.79	44%	56%
4000	5820	51050-0000	FLEXIBLE BENEFIT EARNINGS	\$	-	\$	-	\$	-	\$	-	\$	-	-	-
4000	5820	52000-0000	FURN/MACH/EQUIP SMALL VALUE	\$	39,000	\$	39,000	\$	-	\$	-	\$	39,000.00	0%	100%
4000	5820	52100-0000	I.T. EQUIPMENT-SMALL VALUE	\$	100,500	\$	100,500	\$	34,067.33	\$	1,880.21	\$	64,552.46	34%	64%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$	2,000	\$	32,579	\$	1,087.09	\$	5.53	\$	31,486.38	3%	97%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$	750	\$	750	\$	489.29	\$	-	\$	260.71	65%	35%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$	275,000	\$	500,000	\$	49,011.77	\$	256,311.54	\$	194,676.69	10%	39%
4000	5820	52260-0000	FUEL & LUBRICANTS	\$	1,000	\$	1,000	\$	-	\$	-	\$	1,000.00	0%	100%
4000	5820	52270-0000	MAINTENANCE SUPPLIES	\$	1,000	\$	1,000	\$	-	\$	-	\$	1,000.00	0%	100%
4000	5820	52280-0000	CLEANING SUPPLIES	\$	1,500	\$	1,500	\$	33.23	\$	-	\$	1,466.77	2%	98%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$	151,100	\$	151,100	\$	32,600.00	\$	-	\$	118,500.00	22%	78%
4000	5820	53020-0000	I.T. SERVICES	\$	525,383	\$	344,139	\$	51,480.00	\$	292,659.16	\$	-	15%	0%
4000	5820	53030-0000	LEGAL SERVICES	\$	60,000	\$	60,000	\$	-	\$	-	\$	60,000.00	0%	100%
4000	5820	53040-0000	INTERPRETER SERVICES	\$	30,000	\$	33,000	\$	22,210.14	\$	-	\$	10,789.86	67%	33%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$	54,000	\$	436,081	\$	50,915.25	\$	201,882.38	\$	183,283.37	12%	42%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$	137,928	\$	137,928	\$	96,286.00	\$	-	\$	41,642.15	70%	30%
4000	5820	53200-0000	NATURAL GAS	\$	1,000	\$	1,000	\$	-	\$	-	\$	1,000.00	0%	100%
4000	5820	53210-0000	ELECTRICITY	\$	20,000	\$	20,000	\$	12,403.06	\$	-	\$	7,596.94	62%	38%
4000	5820	53220-0000	WATER & SEWER	\$	500	\$	500	\$	-	\$	-	\$	500.00	0%	100%
4000	5820	53250-0000	WIRED COMMUNICATION SERVICES	\$	1,176,887	\$	1,176,887	\$	635,019.81	\$	262,580.06	\$	279,286.73	54%	24%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$	1,815,152	\$	1,815,152	\$	1,310,221.80	\$	323,556.92	\$	181,373.28	72%	10%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$	45,000	\$	45,000	\$	6,192.03	\$	7,101.99	\$	31,705.98	14%	70%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$	50,000	\$	50,000	\$	1,263.46	\$	-	\$	48,736.54	3%	97%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$	659,626	\$	659,626	\$	90,201.90	\$	491,038.34	\$	78,386.17	14%	12%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$	20,580	\$	20,580	\$	307.09	\$	, -	\$	20,272.91	1%	99%
4000	5800	53410-0000	RENTAL OF MACHINERY & EQUIPMENT	\$	· -	\$	· -	\$	-	\$	-	\$	, -	-	-
4000	5820	53500-0000	MILEAGE EXPENSE	\$	2,000	\$	2,000	\$	-	\$	-	\$	2,000.00	0%	100%
4000	5820	53510-0000	TRAVEL EXPENSE	\$	50,000	\$	50,000	\$	4,980.27	\$	-	\$	45,019.73	10%	90%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$	1,508	\$	1,508	\$	543.00	\$	_	\$	965.00	36%	64%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$	110,000	\$	145,000	\$	34,683.00	\$	-	\$	110,317.00	24%	76%
4000	5820	53800-0000	PRINTING	\$	10,000	\$	10,000	\$	-	\$	_	\$	10,000.00	0%	100%
4000	5820	53800-0001	COPIER USAGE	\$	6,000	\$	6,000	\$	3,891.28	\$	_	\$	2,108.72	65%	35%
4000	5820	53801-0000	ADVERTISING	\$	3,000	\$	3,000	\$	50.60	\$	_	\$	2,949.40	2%	98%
4000	5820	53803-0000	MISCELLANEOUS MEETING EXPENSE	\$	1,500	\$	1,500	\$	-	\$	-	\$	1,500.00	0%	100%
4000	5820	53804-0000	POSTAGE & POSTAL CHARGES	\$	3,000	\$	3,000	\$	737.90	\$	-	\$	2,262.10	25%	75%
4000	5820	53805-0000	OTHER TRANSPORTATION CHARGES	\$	1,000	\$	1,000	\$	-	\$	-	\$	1,000.00	0%	100%
4000	5820	53806-0000	SOFTWARE LICENSES	\$	2,884,318	\$	2,884,318	\$	2,428,360.60	\$	261,599.98	\$	194,357.21	84%	7%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS	\$	1,071,660	\$	1,202,408	\$	486,266.19	\$	258,318.58	\$	457,823.09	40%	38%
4000	5820	53810-0000	CUSTODIAL SERVICES	\$	53,000	\$	53,000	\$	40,000.00	\$	-	\$	13,000.00	75%	25%
4000	5820	53830-0000	OTHER CONTRACTUAL EXPENSES	\$	1,848,770	\$	1,483,606	\$	9.64	\$	672,360.91	\$	811,235.45	0%	55%
4000	5820	54100-0000	IT EQUIPMENT	\$	97,845	\$	62,845	\$	-	\$	62,845.00	\$	-	0%	0%
4000	5820	54100-0000	IT EQUIPMENT - CAPITAL LEASE	\$	13,000	\$	13,000	\$	9,460.80	\$	-	\$	3,539.20	73%	27%
4000	5820	54107-0000	SOFTWARE	\$	1,019,760	\$	1,072,739	\$	35,874.50	\$	_	\$	1,036,864.50	3%	97%
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$	651,272				9,122,995.68		_	٠.	4,207,103.32	68%	32%
7000	3020	34110-0000	Total	\$	14,511,844	\$	27,468,650		15,495,551		3,092,141	\$	8,880,959	56%	32%
FYDEN	IDITURE	S FOR PERIOD.	October 8, 2025	۲ ا	17,311,044	ڔ	21,700,000	۶ \$		_	ernal Transfer:	٧	0,000,939	30/0	J2/0
LAFEI	DITORE	JION FENIOD.	October 0, 2023					٦	303,200.80		inai iransieli				
					ANNUAL		ACTUAL		YEAR T	YEAR TO DATE			REMAINING	% YTD	% YTD
СОМР	AU	Account	Description	_	ROPRIATION		BUDGET	Т	RANSFERRED		NCUMBERED		BALANCE	EXPENDED	REMAINING
4000	5820	53828-0000	CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$	300,000.00	\$	300,000.00	_	(225,000.00)			\$	75,000.00	-75%	25%
4000	5820	54199-0000	CAPITAL CONTINGENCY (xfers to Capital)	\$	32,705,925	\$	32,705,925		(12,731,806.00)				19,974,119.00	-39%	61%
4000	3020	3-1133-0000	Granific ContinuoLiver (Alers to Capital)	۲	32,103,323	٧	32,103,323	71	12,731,000.00)			٧.	10,017,110.00	-33/0	01/0



# **OFFICE OF THE COUNTY AUDITOR**

# Bill White, JD, CIA DuPage County Auditor

421 N. County Farm Road Wheaton, Illinois 60187 (630) 407-6075 www.dupagecounty.gov/auditor

To: Hon. Greg Schwarze, Chairman

DuPage County Emergency Telephone System Board (ETSB)

**ETSB Members** 

From: Bill White, J.D., C.I.A. *WFW* 

**County Auditor** 

Subject: Internal Audit of Accounts Payable

#25-42

Date: October 1, 2025

The Office of the County Auditor has completed a limited scope internal audit of the transaction processing of ETSB invoices submitted for payment. The audit identified three exceptions that required correction by the ETSB.

All of the invoices submitted have been reviewed and released for payment by the County Auditor. The results of the audit are presented below.

## **Results**

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the October 8, 2025, Board Meeting. The invoices listed on the Bank Account Payment History Report dated September 26, 2025, have been examined and are recommended for payment. The total amount of the expenditures is \$305,206.80:

• FY2025 Equalization Fund (4000-5820)

\$305,206.80

Three exceptions were identified by the County Auditor and Finance Department.

An AT&T invoice for \$6,379.78 for telecommunication services was submitted to the Finance Department and entered into MHC with an incorrect purchase order line number written on the authorization label. The County Auditor disapproved the invoice on September 15, 2025. The line number was corrected by the ETSB and resubmitted to the Finance Department on September 15, 2025. The County Auditor recommended the invoice for payment on that same day.

An AT&T invoice for \$1,075.25 for telecommunication services was submitted to the Finance Department and entered into MHC with an incorrect invoice amount written on the authorization label. The invoice could not be matched in the Lawson ERP system. The Finance Department deleted the invoice on September 23, 2025. The invoice amount was corrected by the ETSB and resubmitted to the Finance Department on September 24, 2025. The County Auditor recommended the invoice for payment on that same day.

A 1-800-Pack-Rat invoice for \$316 for storage unit rent was submitted to the Finance Department and entered into MHC with sales tax included in the invoice total. The County Auditor disapproved the invoice on September 22, 2025. The ETSB corrected the invoice total and resubmitted to the Finance Department on September 23, 2025. The County Auditor recommended the invoice for payment on the following day.

## **Objective**

The County Auditor will perform a series of procedures designed to evaluate the internal controls involved in the processing of transactions in the accounts payable system. The actual procedures performed will depend upon the County Auditor's assessment of risks associated with the transactions.

## **Background/Audit Scope**

Invoices and the related supporting documentation are initially prepared and submitted for payment processing by County departments to the centralized accounts payable function administered by the Finance Department.

The County Auditor performs audit procedures on the payment documentation after the information has been entered into the accounts payable system by the Finance Department. These procedures include reviewing the scanned images of the invoice and supporting documentation and comparing it to the information entered into the system. Significant discrepancies noted between the supporting documentation and the information recorded in the system are identified by the County Auditor as exceptions. In these situations, the County Auditor notifies the Finance Department of the problem. When the discrepancies are resolved, the County Auditor approves the invoice.

A Bank Account Payment History Report is generated by the Finance Department after the invoices have been approved and the County Auditor verifies that each of the recommended payments was properly posted to the County's General Ledger.

### **Audit Findings and Recommendations**

The County Auditor audited 28 invoices submitted for payment, three exceptions were identified.

The ETSB should verify the accuracy of information listed on the authorization labels prior to submitting invoices to the Finance Department for entry into the ERP and MHC systems.

The ETSB should continue to regularly review available ERP reports and real-time transaction information to monitor the progress of invoices submitted for payment to preclude the potential for incorrect payments.

Thank you for your continued assistance.

cc: Linda Zerwin, Executive Director Jeff Martynowicz, Chief Financial Officer

AP255 Date: 09/26/25 Time: 11:21 JOB SUBMISSION PARAMETERS

User Name: DP\FNDMD Job Name: AP255-4000

Step Nbr: 1

Pay Group: 4000 Cash Code: 1414 Class C Accounts Payable

Payment Date: 092625 -Payment Numbers: Payment Code: 092625

AP255 Date 09/26/25 Time 11:21 Pay Group 4000 ETSB PAY GROUP Bank Account Payment History

Payment Date Range

09/26/25 thru 09/26/25

Cash Code 1414 Payment Code ACH Bank 071923909

Payment Currency USD

USD

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Vendor Inv	oice 	Voucher	Auth PL	Due Date Dsc I	Date Scheduled Amount	Discount Amount Net F	eayment Amount
Payment Number 26753 1NY3-Q7	536972 Payment D DR-4FTD	ate 09/26/25	IX 102	26753 10/08/25 yment Total	AMAZON CAPITAL SERVIC 34.99 34.99	ES Status Issue 0.00 0.00	34.99 34.99
Payment Number 10667 AG1IJ5X	536973 Payment D	ate 09/26/25	IX 102	10667 10/18/25 yment Total	CDW GOVERNMENT INC 3,609.50 3,609.50	Status Issue 0.00 0.00	3,609.50 3,609.50
Payment Number 10500 3719	536974 Payment D	ate 09/26/25	IX 102	10500 10/01/25 yment Total	DECCAN INTERNATIONAL 44,050.00 44,050.00	Status Issue 0.00 0.00	44,050.00 44,050.00
Payment Number 44522 6647097	536975 Payment D	ate 09/26/25	IX 102	44522 10/04/25 yment Total	TOSHIBA AMERICA BUSIN 1,310.99 1,310.99	Status Issue 0.00 0.00	1,310.99 1,310.99
		*** P	4	e ACH Total yment Count	49,005.48 4	0.00	49,005.48

AP255 Date 09/26/25 Time 11:21 Pay Group 4000 ETSB PAY GROUP Bank Account Payment History

> 09/26/25 thru 09/26/25 Payment Date Range

Cash Code 1414 Payment Code CHK Bank 071923909

Payment Currency USD

USD

Vendor	Invoice	Voucher	Auth PL	Due Date Dsc Dat	e Scheduled Amount	Discount Amount Net Par	yment Amount
Payment Num 46708 5	ber 1218659 Payment 06-84217	Date 09/26/25	Vendor IX 102 *** Pa	46708 10/17/25 ayment Total	1-800 PACK-RAT, LLC 307.09 307.09	Status Issued 0.00 0.00	307.09 307.09
Payment Num 10008 1	ber 1218660 Payment 778715012 2025	Date 09/26/25	Vendor IX 102 *** Pa	10008 09/18/25 ayment Total	AT&T 6,379.78 6,379.78	Status Issued 0.00 0.00	6,379.78 6,379.78
Payment Num 10008 6	ber 1218661 Payment 30495190208 2025	Date 09/26/25	Vendor IX 102 *** Pa	10008 09/15/25 ayment Total	AT&T 318.55 318.55	Status Issued 0.00 0.00	318.55 318.55
Payment Num 10008 6	ber 1218662 Payment 30665711309 2025	Date 09/26/25	Vendor IX 102 *** Pa	10008 10/04/25 ayment Total	AT&T 1,075.25 1,075.25	Status Issued 0.00 0.00	1,075.25 1,075.25
Payment Num 10008 6	ber 1218663 Payment 30R06015908 2025	Date 09/26/25	Vendor IX 102 *** Pa	10008 09/15/25 ayment Total	AT&T 1,826.18 1,826.18	Status Issued 0.00 0.00	1,826.18 1,826.18
	ber 1218664 Payment 667122122-25233						1,013.08 1,013.08
Payment Num 10009 2	ber 1218665 Payment 87316512139X09082025	Date 09/26/25	Vendor IX 102 *** Pa	10009 09/30/25 ayment Total	AT&T MOBILITY 397.82 397.82	Status Issued 0.00 0.00	397.82 397.82
Payment Num 10023 6 10023 8	ber 1218666 Payment 819698000 082525 713843000 081925	Date 09/26/25	Vendor IX 102 IX 102 *** Pa	10023 09/24/25 09/18/25 ayment Total	COM ED  243.55 1,711.87 1,955.42	Status Issued 0.00 0.00 0.00	243.55 1,711.87 1,955.42
Payment Num 12382 2	ber 1218667 Payment 51390750	Date 09/26/25	Vendor IX 102 *** Pa	12382 10/15/25 ayment Total	COMCAST 39,083.16 39,083.16	Status Issued 0.00 0.00	39,083.16 39,083.16
Payment Num 10850 1	ber 1218668 Payment 0836000569 0836374120	Date 09/26/25	Vendor IX 102 IX 102 *** Pa	10850 10/13/25 10/16/25 ayment Total	DELL MARKETING LP 8,996.91 247.47 9,244.38	Status Issued 0.00 0.00 0.00	8,996.91 247.47 9,244.38
Payment Num 41555 0						Status Issued 0.00	
Payment Num 25029 S	ber 1218670 Payment 25-0000534	Date 09/26/25	Vendor IX 102	25029 09/19/25	INTERGRAPH CORPORATIO 25,981.00	Status Issued 0.00	25,981.00

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AP255 Date 09/26/25 Time 11:21 Pay Group 4000 ETSB PAY GROUP Bank Account Payment History

> 09/26/25 thru 09/26/25 Payment Date Range

Cash Code 1414 Payment Code CHK Bank 071923909

Payment Currency USD

USD

Vendor Invoice	Voucher Auth	PL Due Date Dsc Dat	e Scheduled Amount Discoun	t Amount Net P	ayment Amount
Payment Number 1218670 Payment	**	* Payment Total		Status Issue	
Payment Number 1218671 Payment 10115 8282186427	Date 09/26/25 Ven IX 1 **	dor 10115 02 09/19/25 * Payment Total	MOTOROLA SOLUTIONS INC 105.12 105.12	Status Issue 0.00 0.00	d 105.12 105.12
Payment Number 1218672 Payment 10115 8330312479	IX 1	dor 10115 02 10/09/25 * Payment Total	MOTOROLA SOLUTIONS INC 17,006.24 17,006.24	Status Issue 0.00 0.00	17,006.24
Payment Number 1218673 Payment 10115 9642020250804	Date 09/26/25 Ven IX 1 **	* Payment Total		0.00	d 124,921.00 124,921.00
Payment Number 1218674 Payment 10115 9642320250804	IX 1	dor 10115 02 10/01/25 * Payment Total	MOTOROLA SOLUTIONS INC 7,958.00 7,958.00	Status Issue 0.00 0.00	7,958.00
Payment Number 1218675 Payment 10115 1187156010	IX 1	dor 10115 02 10/19/25 * Payment Total	MOTOROLA SOLUTIONS INC 17,521.48 17,521.48	Status Issue 0.00 0.00	d 17,521.48 17,521.48
Payment Number 1218676 Payment 39549 434601081001 39549 434919682001 39549 434919683001	IX 1 IX 1 IX 1	02 09/28/25	ODP BUSINESS SOLUTIONS, LLC 283.64 26.03 13.62 323.29	Status Issue 0.00 0.00 0.00 0.00	283.64
Payment Number 1218677 Payment 11201 34855593 083125 ETSB	IX 1	dor 11201 02 09/30/25 * Payment Total	UNITED STATES POSTAL SERVICE 22.36 22.36	Status Issue 0.00 0.00	d 22.36 22.36
Payment Number 1218678 Payment 10597 6121552003	IX 1	dor 10597 02 09/19/25 * Payment Total	VERIZON 432.12 432.12	Status Issue 0.00 0.00	432.12
	*** Payment	Code CHK Total Payment Count	256,201.32 20	0.00	256,201.32
	*** Cash Co	de 1414 Total Payment Count	305,206.80 24	0.00	305,206.80
	*** Pay Group 4	000 USD Total Payment Count	305,206.80 24	0.00	305,206.80

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