



## 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  
Center  
(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 Finance Department

FROM: Greg Schwarze, Chair  
Emergency Telephone System Board of DuPage County

DATE: April 9, 2025

SUBJECT: ETSB Inter-department Claims FY25 April 9, 2025

The Inter-fund transfer for Payment of Claims as detailed on the following page has been approved by the ETS Board at a meeting held on April 9, 2025.

FY2025 Total Inter-fund Payment of Claims: \$77.78

APPROVED BY:

\_\_\_\_\_  
Greg Schwarze, Chair

ATTEST:

\_\_\_\_\_  
Secretary

# DUPAGE EMERGENCY TELEPHONE SYSTEM BOARD | 9-1-1

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<u>Object Code</u>	<u>Services</u>	<u>Department</u>	<u>Amount</u>	<u>PO/Resolution</u>
5820-52200	Copy Paper	Mailroom	\$77.78	Invoice #1323169203



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TO: DuPage County Treasurer's Office

FROM: Greg Schwarze, Chair  
Emergency Telephone System Board of DuPage County

DATE: April 9, 2025

SUBJECT: ETSB Payment of Claims List FY25 – April 9, 2025

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on April 9, 2025. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated March 28, 2025.

FY2025 Equalization Fund (4000-5820):	\$	193,985.25
Total:	\$	193,985.25

APPROVED BY:

\_\_\_\_\_  
Greg Schwarze, Chair

ATTEST:

\_\_\_\_\_  
Secretary

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

Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
	APPROPRIATION	BUDGET	EXPENDED	ENCUMBERED	AVAILABLE	EXPENDED	REMAINING
REGULAR SALARIES	\$ 1,037,446	\$ 1,037,446	\$ 257,561	\$ -	\$ 779,884.55	25%	75%
TEMPORARY SALARIES/ON CALL (new)	\$ 10,200	\$ 10,200	\$ 2,762	\$ -	\$ 7,437.95	27%	73%
SALARY & WAGE ADJUSTMENT	\$ 33,053	\$ 33,053	\$ -	\$ -	\$ 33,052.67	0%	100%
BENEFIT PAYMENTS	\$ 13,796	\$ 13,796	\$ -	\$ -	\$ 13,795.70	0%	100%
EMPLOYER SHARE I.M.R.F.	\$ 85,278	\$ 85,278	\$ 22,820.63	\$ -	\$ 62,457.41	27%	73%
EMPLOYER SHARE SOCIAL SECURITY	\$ 79,365	\$ 79,365	\$ 18,243.28	\$ -	\$ 61,121.32	23%	77%
EMPLOYEE MED & HOSP INSURANCE	\$ 257,168	\$ 257,168	\$ 42,044.11	\$ -	\$ 215,124.19	16%	84%
FURN/MACH/EQUIP SMALL VALUE	\$ 39,000	\$ 39,000	\$ -	\$ -	\$ 39,000.00	0%	100%
I.T. EQUIPMENT-SMALL VALUE	\$ 100,500	\$ 100,500	\$ 7,426.39	\$ -	\$ 93,073.61	7%	93%
OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 32,579	\$ 438.07	\$ -	\$ 32,140.93	1%	99%
FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 219.77	\$ -	\$ 530.23	29%	71%
AUTO/MACHINERY EQUIPMENT/PARTS	\$ 275,000	\$ 275,000	\$ 15,717.25	\$ 59,282.75	\$ 200,000.00	6%	73%
FUEL & LUBRICANTS	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
MAINTENANCE SUPPLIES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
CLEANING SUPPLIES	\$ 1,500	\$ 1,500	\$ 9.60	\$ -	\$ 1,490.40	1%	99%
AUDITING & ACCOUNTING SERVICES	\$ 151,100	\$ 151,100	\$ -	\$ 32,600.00	\$ 118,500.00	0%	78%
I.T. SERVICES	\$ 525,383	\$ 525,383	\$ -	\$ 525,383.16	\$ -	0%	0%
LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000.00	0%	100%
INTERPRETER SERVICES	\$ 30,000	\$ 30,000	\$ -	\$ 25,000.00	\$ 5,000.00	0%	17%
TECHNICAL/PROFESSIONAL SERVICES	\$ 54,000	\$ 254,837	\$ -	\$ 207,324.39	\$ 47,512.61	0%	19%
PUBLIC LIABILITY INSURANCE	\$ 137,928	\$ 137,928	\$ 58,405.00	\$ 37,881.00	\$ 41,642.15	42%	30%
NATURAL GAS	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
ELECTRICITY	\$ 20,000	\$ 20,000	\$ 2,775.29	\$ -	\$ 17,224.71	14%	86%
WATER & SEWER	\$ 500	\$ 500	\$ -	\$ -	\$ 500.00	0%	100%
WIRED COMMUNICATION SERVICES	\$ 1,176,887	\$ 1,176,887	\$ 168,692.05	\$ 725,529.59	\$ 282,664.96	14%	24%
WIRELESS COMMUNICATION SVC	\$ 1,815,152	\$ 1,815,152	\$ 520,845.48	\$ 1,110,487.64	\$ 183,818.88	29%	10%
REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000.00	0%	100%
REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ 287.46	\$ -	\$ 49,712.54	1%	99%
REPAIR & MTCE OTHER EQUIPMENT	\$ 659,626	\$ 659,626	\$ 36,526.08	\$ 544,356.26	\$ 78,744.07	6%	12%
RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ -	\$ -	\$ 20,580.00	0%	100%
MILEAGE EXPENSE	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0%	100%
TRAVEL EXPENSE	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000.00	0%	100%
DUES & MEMBERSHIPS	\$ 1,508	\$ 1,508	\$ 543.00	\$ -	\$ 965.00	36%	64%
INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 8,000.00	\$ 35,000.00	\$ 67,000.00	7%	61%
PRINTING	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000.00	0%	100%
PRINTING	\$ 6,000	\$ 6,000	\$ 1,336.76	\$ -	\$ 4,663.24	22%	78%
ADVERTISING	\$ 3,000	\$ 3,000	\$ 50.60	\$ -	\$ 2,949.40	2%	98%
MISCELLANEOUS MEETING EXPENSE	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,500.00	0%	100%
POSTAGE & POSTAL CHARGES	\$ 3,000	\$ 3,000	\$ 132.02	\$ -	\$ 2,867.98	4%	96%
OTHER TRANSPORTATION CHARGES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
SOFTWARE LICENSES	\$ 2,884,318	\$ 2,884,318	\$ 360,331.19	\$ 2,242,846.04	\$ 281,140.56	12%	10%
SOFTWARE MAINT AGREEMENTS	\$ 1,071,660	\$ 1,202,408	\$ 329,948.39	\$ 427,221.18	\$ 445,238.29	27%	37%
CUSTODIAL SERVICES	\$ 53,000	\$ 53,000	\$ 20,000.00	\$ 20,000.00	\$ 13,000.00	38%	25%
OTHER CONTRACTUAL EXPENSES	\$ 1,848,770	\$ 1,486,606	\$ -	\$ 671,571.66	\$ 815,034.34	0%	55%
IT EQUIPMENT	\$ 97,845	\$ 62,845	\$ -	\$ 62,845.00	\$ -	0%	0%
IT EQUIPMENT - CAPITAL LEASE	\$ 13,000	\$ 13,000	\$ 3,784.32	\$ -	\$ 9,215.68	29%	71%
SOFTWARE	\$ 1,019,760	\$ 1,019,760	\$ 14,681.50	\$ -	\$ 1,005,078.50	1%	99%
EQUIPMENT AND MACHINERY	\$ 656,452	\$ 7,432,715	\$ 6,651,399.48	\$ -	\$ 781,315.52	89%	11%
Total	\$ 14,517,024	\$ 21,258,287		\$ 6,727,329	\$ 5,985,977	0%	28%
April 9, 2025			\$ 193,985.25	Internal Transfer:	\$ 77.78		
Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
	APPROPRIATION	BUDGET	TRANSFERRED	ENCUMBERED	BALANCE	EXPENDED	REMAINING
CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$ 300,000.00	\$ 300,000.00	\$ -		\$ 300,000.00	0%	100%
CAPITAL CONTINGENCY (xfers to Capital)	\$ 32,705,925	\$ 32,705,925	\$ (6,776,263.00)		\$ 25,929,662.00	-21%	79%



# 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](http://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  
#25-11

Date: March 31, 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 no exceptions that required correction by the ETSB or Finance Department.

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**

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My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the April 9, 2025, Board Meeting. The invoices listed on the Bank Account Payment History Report dated March 28, 2025, have been examined and are recommended for payment. The total amount of the expenditures is \$193,985.25:

- |  |              |
|--|--------------|
| • FY2025 Equalization Fund (4000-5820) | \$193,985.25 |
|--|--------------|

No exceptions were identified by the County Auditor.

## **Objective**

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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**

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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**

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The County Auditor audited 21 invoices submitted for payment, no exceptions were identified.

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

# Bank Account Payment History

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AP255 Date: 03/28/25  
Time: 11:15

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: 032825 - 032825

Payment Numbers: -

Payment Code:

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# Bank Account Payment History

AP255 Date 03/28/25 Pay Group 4000 ETSB PAY GROUP USD Page 1  
Time 11:16 Bank Account Payment History

Cash Code 1414 Bank 071923909 Payment Date Range 03/28/25 thru 03/28/25  
Payment Code ACH Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	534778	Payment Date	03/28/25	Vendor	26753	AMAZON CAPITAL SERVICES	Status	Issued
26753	1PDK-QPNK-3YL7			IX 102	04/05/25	19.79	0.00	19.79
				***	Payment Total	19.79	0.00	19.79
Payment Number	534779	Payment Date	03/28/25	Vendor	10667	CDW GOVERNMENT INC	Status	Issued
10667	AC9FD8C			IX 102	03/27/25	2,715.88	0.00	2,715.88
				***	Payment Total	2,715.88	0.00	2,715.88
Payment Number	534780	Payment Date	03/28/25	Vendor	44522	TOSHIBA AMERICA BUSINESS	Status	Issued
44522	6504496			IX 102	04/02/25	1,302.33	0.00	1,302.33
				***	Payment Total	1,302.33	0.00	1,302.33
				***	Payment Code ACH Total	4,038.00	0.00	4,038.00
					Payment Count	3		



# Bank Account Payment History

AP255 Date 03/28/25 Pay Group 4000 ETSB PAY GROUP USD Page 2  
Time 11:16 Bank Account Payment History

Cash Code 1414 Bank 071923909 Payment Date Range 03/28/25 thru 03/28/25  
Payment Code CHK Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1209149	Payment Date 03/28/25	Vendor 10008	AT&T				Status Issued	
10008 630495190202	2025	IX 102 03/18/25				308.28	0.00	308.28
		*** Payment Total				308.28	0.00	308.28
Payment Number 1209150	Payment Date 03/28/25	Vendor 10008	AT&T				Status Issued	
10008 630R06015902	2025	IX 102 03/18/25				1,826.18	0.00	1,826.18
		*** Payment Total				1,826.18	0.00	1,826.18
Payment Number 1209151	Payment Date 03/28/25	Vendor 10008	AT&T				Status Issued	
10008 S667122122-25052		IX 102 03/23/25				1,014.37	0.00	1,014.37
		*** Payment Total				1,014.37	0.00	1,014.37
Payment Number 1209152	Payment Date 03/28/25	Vendor 10009	AT&T MOBILITY				Status Issued	
10009 287316512139X03082025		IX 102 03/30/25				428.53	0.00	428.53
		*** Payment Total				428.53	0.00	428.53
Payment Number 1209153	Payment Date 03/28/25	Vendor 10023	COM ED				Status Issued	
10023 6819698000 022125		IX 102 03/23/25				125.00	0.00	125.00
10023 8713843000 021725		IX 102 03/19/25				1,216.68	0.00	1,216.68
		*** Payment Total				1,341.68	0.00	1,341.68
Payment Number 1209154	Payment Date 03/28/25	Vendor 12382	COMCAST				Status Issued	
12382 236186808		IX 102 04/14/25				38,819.26	0.00	38,819.26
		*** Payment Total				38,819.26	0.00	38,819.26
Payment Number 1209155	Payment Date 03/28/25	Vendor 25029	INTERGRAPH CORPORATION				Status Issued	
25029 P250000130		IX 102 03/30/25				14,681.50	0.00	14,681.50
		*** Payment Total				14,681.50	0.00	14,681.50
Payment Number 1209156	Payment Date 03/28/25	Vendor 10115	MOTOROLA SOLUTIONS INC				Status Issued	
10115 8282075137		IX 102 03/15/25				908.85	0.00	908.85
10115 9149820250203		IX 102 03/31/25				121,945.00	0.00	121,945.00
10115 9150120250203		IX 102 03/31/25				7,782.00	0.00	7,782.00
		*** Payment Total				130,635.85	0.00	130,635.85
Payment Number 1209157	Payment Date 03/28/25	Vendor 39549	ODP BUSINESS SOLUTIONS, LLC				Status Issued	
39549 415513681001		IX 102 04/10/25				70.58	0.00	70.58
39549 415513943001		IX 102 04/10/25				48.72	0.00	48.72
39549 415513945001		IX 102 04/10/25				180.89	0.00	180.89
39549 415513949001		IX 102 04/11/25				72.72	0.00	72.72
39549 415513950001		IX 102 04/10/25				69.58	0.00	69.58
39549 415513954001		IX 102 04/12/25				16.99	0.00	16.99
		*** Payment Total				459.48	0.00	459.48
Payment Number 1209158	Payment Date 03/28/25	Vendor 10597	VERIZON				Status Issued	
10597 6106545729		IX 102 03/22/25				432.12	0.00	432.12
		*** Payment Total				432.12	0.00	432.12

AP255	Date	03/28/25	Pay Group	4000	ETSB	PAY GROUP	USD	Page	3
	Time	11:16	Bank Account	Payment	History				
Cash Code	1414	Bank	071923909	Payment Date Range	03/28/25 thru 03/28/25	Payment Currency	USD		
Payment Code	CHK								

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
		*** Payment	Code	CHK	Total	189,947.25	0.00	189,947.25
					Payment Count	10		
		*** Cash	Code	1414	Total	193,985.25	0.00	193,985.25
					Payment Count	13		
		*** Pay Group	4000	USD	Total	193,985.25	0.00	193,985.25
					Payment Count	13		