



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

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DuPage County Treasurer

Ms. Jean Kaczmarek, Ex-Officio

Secretary - DuPage County Clerk

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DuPage County Board
Representative

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Center
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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

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Village of Winfield
DuPage County Police Chief

Mr. Michael G. Tillman, RPL

Superior Air-Ground Ambulance
Services Inc.
Emergency Services Representative

Ms. Yeena Yoo

DuPage County Board
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: December 11, 2024
SUBJECT: ETSB Payment of Claims List FY24 – December 11, 2024

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on December 11, 2024. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated December 3, 2024.

<u>FY2024 Equalization Fund (4000-5820):</u>	\$	<u>1,182,925.47</u>
Total:	\$	1,182,925.47

APPROVED BY:

Greg Schwarze, Chair

ATTEST:

Secretary

**EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY
FY24 EXPENDITURE VS. BUDGET**

COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	EXPENDED	ENCUMBERED	AVAILABLE	EXPENDED	REMAINING
4000	5820	50000-0000	REGULAR SALARIES	\$ 1,004,362	\$ 1,004,362	\$ 917,797	\$ -	\$ 86,565.53	91%	9%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,000	\$ 10,000	\$ 9,773	\$ -	\$ 226.80	98%	2%
4000	5820	51000-0000	BENEFIT PAYMENTS	\$ 13,525	\$ 13,525	\$ 8,822.17	\$ -	\$ 4,703.03	65%	35%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 82,559	\$ 82,559	\$ 76,712.08	\$ -	\$ 5,846.48	93%	7%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 76,834	\$ 76,834	\$ 68,065.89	\$ -	\$ 8,767.81	89%	11%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 220,480	\$ 220,480	\$ 123,587.29	\$ -	\$ 96,893.08	56%	44%
4000	5820	51050-0000	FLEXIBLE BENEFIT EARNINGS	\$ 4,000	\$ 4,000	\$ 50.00	\$ -	\$ 3,950.00	1%	99%
4000	5820	52000-0000	FURN/MACH/EQUIP SMALL VALUE	\$ 39,000	\$ 39,000	\$ 391.48	\$ -	\$ 38,608.52	1%	99%
4000	5820	52100-0000	I.T. EQUIPMENT-SMALL VALUE	\$ 77,500	\$ 77,500	\$ 17,320.05	\$ 46,999.62	\$ 13,180.33	22%	17%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 2,000	\$ 1,051.69	\$ -	\$ 948.31	53%	47%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 578.91	\$ -	\$ 171.09	77%	23%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 153,819	\$ 153,819	\$ 110,119.11	\$ 10,542.58	\$ 33,157.19	72%	22%
4000	5820	52260-0000	FUEL & LUBRICANTS	\$ 2,500	\$ 2,500	\$ 365.71	\$ -	\$ 2,134.29	15%	85%
4000	5820	52270-0000	MAINTENANCE SUPPLIES	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0%	100%
4000	5820	52280-0000	CLEANING SUPPLIES	\$ 500	\$ 500	\$ 82.66	\$ -	\$ 417.34	17%	83%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 108,920	\$ 108,920	\$ 31,800.00	\$ -	\$ 77,120.00	29%	71%
4000	5820	53020-0000	I.T. SERVICES	\$ -	\$ 46,800	\$ 46,800.00	\$ -	\$ -	100%	0%
4000	5820	53030-0000	LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000.00	0%	100%
4000	5820	53040-0000	INTERPRETER SERVICES	\$ 24,000	\$ 32,000	\$ 23,609.03	\$ 5,196.17	\$ 3,194.80	74%	10%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 102,000	\$ 55,200	\$ 2,840.00	\$ 500.00	\$ 51,860.00	5%	94%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$ 122,813	\$ 122,813	\$ 110,265.00	\$ -	\$ 12,547.53	90%	10%
4000	5820	53200-0000	NATURAL GAS	\$ 3,700	\$ 3,700	\$ -	\$ -	\$ 3,700.00	0%	100%
4000	5820	53210-0000	ELECTRICITY	\$ 25,000	\$ 25,000	\$ 15,858.43	\$ -	\$ 9,141.57	63%	37%
4000	5820	53220-0000	WATER & SEWER	\$ 500	\$ 500	\$ -	\$ -	\$ 500.00	0%	100%
4000	5820	53250-0000	WIRED COMMUNICATION SERVICES	\$ 1,247,387	\$ 1,247,387	\$ 463,446.31	\$ 710,109.80	\$ 73,830.49	37%	6%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$ 1,815,152	\$ 1,815,152	\$ 1,423,376.52	\$ 211,089.68	\$ 180,685.80	78%	10%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ 4,969.00	\$ -	\$ 40,031.00	11%	89%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ 26,600.19	\$ -	\$ 23,399.81	53%	47%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 647,861	\$ 647,861	\$ 9,071.82	\$ 20,913.36	\$ 617,875.80	1%	95%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ -	\$ -	\$ 20,580.00	0%	100%
4000	5800	53410-0000	RENTAL OF MACHINERY & EQUIPMENT	\$ 19,605	\$ 19,605	\$ -	\$ 7,770.31	\$ 11,834.69	0%	60%
4000	5820	53500-0000	MILEAGE EXPENSE	\$ 2,000	\$ 2,000	\$ 853.58	\$ -	\$ 1,146.42	43%	57%
4000	5820	53510-0000	TRAVEL EXPENSE	\$ 100,000	\$ 100,000	\$ 11,526.34	\$ -	\$ 88,473.66	12%	88%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$ 1,508	\$ 1,508	\$ 669.00	\$ -	\$ 839.00	44%	56%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 31,885.00	\$ 24,000.00	\$ 54,115.00	29%	49%
4000	5820	53800-0000	PRINTING	\$ 5,000	\$ 5,000	\$ 158.00	\$ -	\$ 4,842.00	3%	97%
4000	5820	53800-0001	PRINTING (new)	\$ -	\$ 5,000	\$ 4,098.32	\$ 657.59	\$ 244.09	82%	5%
4000	5820	53801-0000	ADVERTISING	\$ 3,000	\$ 3,000	\$ 41.40	\$ -	\$ 2,958.60	1%	99%
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	\$ 1,634.50	\$ -	\$ 1,365.50	54%	46%
4000	5820	53805-0000	OTHER TRANSPORTATION CHARGES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	53806-0000	SOFTWARE LICENSES (revised)	\$ 2,821,721	\$ 2,821,721	\$ 2,014,009.35	\$ 673,336.47	\$ 134,374.70	71%	5%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS (revised)	\$ 952,564	\$ 952,564	\$ 486,873.56	\$ 33,040.78	\$ 432,649.30	51%	45%
4000	5820	53808-0000	STATUTORY & FISCAL CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
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	\$ 3,705,085	\$ 3,705,085	\$ 1,555,701.92	\$ 349,727.08	\$ 1,799,656.00	42%	49%
4000	5820	54100-0000	IT EQUIPMENT	\$ 43,160	\$ 213,078	\$ 213,077.50	\$ -	\$ 0.50	100%	0%
4000	5820	54100-0700	IT EQUIPMENT - CAPITAL LEASE (new)	\$ -	\$ 12,000	\$ 9,373.98	\$ -	\$ 2,626.02	78%	22%
4000	5820	54107-0000	SOFTWARE (new)	\$ 29,000	\$ 82,979	\$ 67,659.81	\$ 14,681.50	\$ 637.69	82%	1%
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$ 730,572	\$ 8,495,638	\$ 7,866,650.26	\$ -	\$ 628,987.51	93%	7%
Total				\$ 14,544,455	\$ 22,558,418	\$ 15,797,566	\$ 2,108,565	\$ 4,652,287	70%	21%
EXPENDITURES FOR PERIOD: December 11, 2024						\$ 1,182,925.47	Internal Transfer:			
COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	TRANSFERRED	ENCUMBERED	BALANCE	EXPENDED	REMAINING
4000	5820	53828-0000	CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$ 300,000.00	\$ 300,000.00	\$ (137,350.00)		\$ 162,650.00	-46%	54%
4000	5820	54199-0000	CAPITAL CONTINGENCY (xfers to Capital)	\$ 29,072,674	\$ 29,072,674	\$ (7,988,963.00)		\$ 21,083,711.00	-27%	73%



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
#24-70

Date: December 5, 2024

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

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the December 11, 2024, Board Meeting. The invoices listed on the Bank Account Payment History Report dated December 3, 2024, have been examined and are recommended for payment. The total amount of the expenditures is \$7,834,324.95:

- | | |
|--|----------------|
| • FY2024 Equalization Fund (4000-5820) | \$1,182,925.47 |
| • FY2025 Equalization Fund (4000-5820) | \$6,651,399.48 |

No exceptions were identified by the County Auditor.

It was noted that the FY2025 expenditure for Motorola Solutions Credit Company LLC for the annual lease payment in the amount of \$6,651,399.48 was paid from the Pre-Paid Expense account code (4000-9102-14001) and not from the Capital Equipment and Machinery account code (4000-5820-54110). This was due to the cancellation of the November ETSB Meeting that was scheduled to approve the budget transfer necessary to move funds from the Capital Contingencies account (4000-5820-54199) to Capital Equipment and Machinery to pay this invoice. The County Auditor will perform follow-

up procedures to verify the budget transfer scheduled for the December ETSB meeting is approved and the journal entries to move the payment from Pre-Paid Expense to Capital Equipment and Machinery are accurate and timely.

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 24 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

AP255 Date: 12/03/24
Time: 11:57

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: 120324 - 120324
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 12/03/24
Time 11:58

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909
Payment Code ACH
Payment Date Range 12/03/24 thru 12/03/24
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	533479	Payment Date	12/03/24	Vendor	10667	CDW GOVERNMENT INC	Status Issued	
10667 AB3UN6E		IX 102	11/29/24			1,705.50	0.00	1,705.50
10667 AB5X62Q		IX 102	12/14/24			511.45	0.00	511.45
10667 AB5YQ6Q		IX 102	12/14/24			440.80	0.00	440.80
		*** Payment Total				2,657.75	0.00	2,657.75
Payment Number	533480	Payment Date	12/03/24	Vendor	10115	MOTOROLA SOLUTIONS CREDIT CO.	Status Issued	
10115 33012		IX 102	12/31/24			6,651,399.48	0.00	6,651,399.48
		*** Payment Total				6,651,399.48	0.00	6,651,399.48
Payment Number	533481	Payment Date	12/03/24	Vendor	44522	TOSHIBA AMERICA BUSINESS	Status Issued	
44522 6416784		IX 102	12/02/24			1,262.08	0.00	1,262.08
		*** Payment Total				1,262.08	0.00	1,262.08
		*** Payment Code ACH Total				6,655,319.31	0.00	6,655,319.31
		Payment Count				3		

Bank Account Payment History

AP255 Date 12/03/24
Time 11:58

Pay Group 4000 ET SB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909
Payment Code CHK

Payment Date Range 12/03/24 thru 12/03/24
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 10008	1202477 630495190210	Payment Date 2024	12/03/24	Vendor 10008	AT&T		Status Issued	
				IX 102	11/15/24	305.89	0.00	305.89
				*** Payment Total		305.89	0.00	305.89
Payment Number 10008	1202478 630665711311	Payment Date 2024	12/03/24	Vendor 10008	AT&T		Status Issued	
				IX 102	12/04/24	1,064.28	0.00	1,064.28
				*** Payment Total		1,064.28	0.00	1,064.28
Payment Number 10008	1202479 630R06015910	Payment Date 2024	12/03/24	Vendor 10008	AT&T		Status Issued	
				IX 102	11/15/24	1,826.18	0.00	1,826.18
				*** Payment Total		1,826.18	0.00	1,826.18
Payment Number 10008	1202480 S667122122-24295	Payment Date 2024	12/03/24	Vendor 10008	AT&T		Status Issued	
				IX 102	11/20/24	1,012.22	0.00	1,012.22
				*** Payment Total		1,012.22	0.00	1,012.22
Payment Number 10009	1202481 287316512139X11082024	Payment Date 2024	12/03/24	Vendor 10009	AT&T MOBILITY		Status Issued	
				IX 102	11/30/24	403.23	0.00	403.23
				*** Payment Total		403.23	0.00	403.23
Payment Number 10023	1202482 6819698000 102224	Payment Date 2024	12/03/24	Vendor 10023	COM ED		Status Issued	
				IX 102	11/21/24	153.03	0.00	153.03
				*** Payment Total		153.03	0.00	153.03
Payment Number 10461	1202483 ETS-R-0056-23A	Payment Date 2024	12/03/24	Vendor 10461	DUPAGE PUBLIC SAFETY		Status Issued	
				IX 102	12/21/24	650,000.00	0.00	650,000.00
				*** Payment Total		650,000.00	0.00	650,000.00
Payment Number 11196	1202484 8-680-70336	Payment Date 2024	12/03/24	Vendor 11196	FEDEX		Status Issued	
				IX 102	12/13/24	697.67	0.00	697.67
				*** Payment Total		697.67	0.00	697.67
Payment Number 10809	1202485 1101216520	Payment Date 2024	12/03/24	Vendor 10809	INSIGHT PUBLIC SECTOR		Status Issued	
				IX 102	11/20/24	17,145.44	0.00	17,145.44
				*** Payment Total		17,145.44	0.00	17,145.44
Payment Number 44929	1202486 9340	Payment Date 2024	12/03/24	Vendor 44929	KEY TOWER LLC		Status Issued	
				IX 102	11/14/24	25,744.19	0.00	25,744.19
				*** Payment Total		25,744.19	0.00	25,744.19
Payment Number 10115	1202487 8841120241001	Payment Date 2024	12/03/24	Vendor 10115	MOTOROLA SOLUTIONS INC		Status Issued	
				IX 102	12/01/24	121,605.00	0.00	121,605.00
				IX 102	12/01/24	7,762.00	0.00	7,762.00
				*** Payment Total		129,367.00	0.00	129,367.00
Payment Number 39549	1202488 393632883001	Payment Date 2024	12/03/24	Vendor 39549	ODP BUSINESS SOLUTIONS, LLC		Status Issued	
				IX 102	12/08/24	211.34	0.00	211.34
				IX 102	12/08/24	7.18	0.00	7.18

Bank Account Payment History

AP255 Date 12/03/24
Time 11:58

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909
Payment Code CHK

Payment Date Range 12/03/24 thru 12/03/24
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	1202488	Payment Date	12/03/24	Vendor	39549	ODP BUSINESS SOLUTIONS, LLC	Status Issued	
				*** Payment Total		218.52	0.00	218.52
Payment Number	1202489	Payment Date	12/03/24	Vendor	11772	ULINE	Status Issued	
	11772 184819923			IX 102	11/24/24	391.48	0.00	391.48
				*** Payment Total		391.48	0.00	391.48
Payment Number	1202490	Payment Date	12/03/24	Vendor	11201	UNITED STATES POSTAL SERVICE	Status Issued	
	11201 34855593 093024 ETSB			IX 102	10/30/24	.69	0.00	.69
	11201 34855593 103124 ETSB			IX 102	11/30/24	243.70	0.00	243.70
				*** Payment Total		244.39	0.00	244.39
Payment Number	1202491	Payment Date	12/03/24	Vendor	10597	VERIZON	Status Issued	
	10597 9976804070			IX 102	11/19/24	432.12	0.00	432.12
				*** Payment Total		432.12	0.00	432.12
Payment Number	1202492	Payment Date	12/03/24	Vendor	10125	VILLAGE OF ADDISON	Status Issued	
	10125 ETS-R-0056-23B			IX 102	12/21/24	350,000.00	0.00	350,000.00
				*** Payment Total		350,000.00	0.00	350,000.00
				*** Payment Code CHK Total		1,179,005.64	0.00	1,179,005.64
				Payment Count		16		
				*** Cash Code 1414 Total		7,834,324.95	0.00	7,834,324.95
				Payment Count		19		
				*** Pay Group 4000 USD Total		7,834,324.95	0.00	7,834,324.95
				Payment Count		19		