



DU PAGE COUNTY

Police Records Management System Oversight

Final Summary

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

Wednesday, June 14, 2023

2:00 PM

Room 3500B

1. **CALL TO ORDER**

2:00 PM meeting was called to order by Chair Berlin at 2:02PM.

2. **ROLL CALL**

PRESENT	Bloom, Berlin, Conroy, Franz, Martynowicz, McPhearson, Mendrick, Vesta, and Zerwin
ABSENT	Fieldman, Maranowicz, and Scalera

3. **CHAIRMAN'S REMARKS**

Chairman Berlin said there have been some changes in the police ranks in the County. He said Chief Bob Schaller of Willowbrook retired, adding that Lauren Casper was appointed from Deputy Chief to Chief of Police. He said Steve Herron, a longtime chief in the County, in Roselle, has also retired and Bob Beretto was sworn in the other night. He welcomed them amongst the ranks of the finest police in the country.

4. **PUBLIC COMMENT**

No public comments were offered.

5. **APPROVAL OF MINUTES**

5.A. [23-2086](#)

Approval of Minutes for the Police Records Management System Oversight Committee - Regular Meeting - Tuesday, December 13, 2022

Attachments: [2022-12-13 PRMS Oversight Committee Minutes \(Summary\)](#)

RESULT:	APPROVED
MOVER:	Mark Franz
SECONDER:	Anthony McPhearson

6. **DISCUSSION**

Member McPhearson said he would like to combine items 6A, 6B, and 6C. He then provided an update to the committee using the attached presentation.

First, Member McPhearson discussed staffing changes within the RMS team.

Member McPhearson then provided an update on the Illinois NIBRS reporting tool implementation. He said we certified with the state of Illinois in April, noting that Carol Stream

certified on behalf of the entire PRMS consortium. He said we have to certify with less than 4% error rate, and we certified with less than 1%. Member McPhearson said they are working to move all of the other agencies to NIBRS, for which the official launch is in August. At that point, agencies will be able to report monthly and annually directly to the State.

Member McPhearson said the OnCall Analytics project is complete, which allows agencies to use PRMS data in a more analytical way than they did before.

Lastly, Member McPhearson discussed the hardware / software refresh. He said the hardware refresh was completed in partnership with ETSB. He said we are scheduled to move forward with the software refresh in August and anticipate it will be finished by mid- to late-2024. Member Blumenthal asked if there is any connection or integration between Evidence.com and the RMS system, to which Mr. Ehrenhaft said no, not at this time. Member McPhearson said it is something we are looking at in conjunction with ETSB, as well as other systems that may integrate with the CAD and RMS systems. Member Zerwin said a lot of the interfaces we originally thought we were going to do, we did not do, because they were costly and the return on investment was not there. Member McPhearson said these integrations may seem easy but they are always much more complex. He said we are the largest Hexagon consortium, and Hexagon is a huge organization with close to 36 participating organizations, with 62 more on the CAD side. He said this creates more complexity and causes it to take more time than one would think. Member Zerwin said one of the challenges is there is a lot of real-time applications now, which is fine for one agency, but it is a large tax on the system when there are 60-plus agencies.

Member McPhearson then discussed the proposed RMS/DuJIS budget for FY2024, included in the attached presentation. He explained that the 3% increase in budget is primarily due to the new software contract that was executed last year. He said there was also a small increase in salaries and benefits. Member Franz asked if the requested amount accounts for the \$40,000 mentioned earlier during the discussion pertaining to staffing changes; Member McPhearson said yes. Member McPhearson said the current RSA contract expires in 2026.

Member McPhearson discussed the Equipment Replacement Fund (ERF). He reminded the committee that the intergovernmental agreement (IGA) says we will put \$400,000 in the ERF for eight years, and by the eight year there would be \$3 million in the fund. He said last year this committee agreed to use money from the ERF to fund the software upgrade, which cost \$815,214.80. He said doing so leaves us with a current balance of \$985,785. He said if we continue along the same path of contributing \$400,000 every year, we will have \$2,584,785 in the Equipment Replacement Fund, which is about \$414,000 short of what we committed to in the IGA. Chair Berlin said the IGA expires April 30, 2024, but automatically renews as of May 1, 2024 for one year, unless the committee determines otherwise. Member Franz asked if that applies to subsequent years, to which Chair Berlin said yes.

Member McPhearson discussed the IGA renewal. He said we can allow it to expire and let the automatic renewal kick in. He said, however, that he recommends making some revisions to the IGA this year that puts us in a better position as an organization and will help the agencies that are part of the IGA. He said out of the 30 agencies currently part of the IGA, there is one agency that has decided to leave, or at least not be part of our Hexagon contract. He said he needs to

speaking with the State's Attorney's Office to see how they can still participate in the consortium but not pay toward the cost of the Hexagon contract. He said we need to discuss how their leaving will affect the rest of the consortium and then how we will address those types of requests going forward. He said he thinks we need to have a more formal structure within the IGA that encourages agencies to work with us, because anyone leaving the consortium has a direct impact on all the other organizations involved. He said it also has a direct impact on law enforcement's ability to share information and do predictive analytics. Member McPhearson said having 30 agencies participate, sharing information, sharing data, helping each other, and collaborating is a very positive thing for DuPage County, something we should continue to do. He said as part of this new agreement, we need to put language in that requests any agencies with issues or concerns to formalize them and give the RMS team the opportunity to rectify the issues before moving forward. He said the impact on the other organizations needs to be included, such as the cost per user per year. He said his team is not prepared to talk about all of their recommendations today, but they will be working with the State's Attorney's Office to prepare their recommendations and bring them to the committee at a future date.

Member Franz asked how an agency pulls out of the agreement, asking if there is a termination provision or fine in place. Chair Berlin said an agency would need to provide written notice prior to November 1st in the year immediately preceding a renewal of a successive term of the agreement. Member Franz said the agency that is leaving has paid toward the Equipment Replacement Fund and asked if there is any provision that would allow them to pull back those funds; Chairman Berlin said he does not believe such a mechanism exists. Member Franz expressed his disappointment in having an agency pulling out of the agreement. He said we should require training at the agency level. Member McPhearson said we are increasing training, but it is not currently mandatory. Ms. Smith said the agreement should include guidance that allows the RMS team the opportunity to correct any issues agencies may be experiencing before they withdraw. Member McPhearson said for this particular agency, we did recommend sitting down with them to figure out what the concerns were, and they did not provide that information. Member Zerwin said agencies that think they are going to move do not realize how much work and time it will take, so we should include a mechanism that creates a notification that provides the consortium statuses as to where they were at so all members are aware, as it will have an impact on member costs.

Chair Berlin said he has not heard of anyone else considering leaving the consortium. He said they met recently with Hexagon and made a lot of progress. Member McPhearson echoed that we have made progress. He said additionally, there are no perfect applications and there will be issues with any vendor and project. He said some improvements came in leadership on both our end and Hexagon's side. He said he feels Hexagon has stepped up and made improvements.

Member Zerwin said we have used a substantial portion of the equipment replacement fund for the hardware upgrade, so there are some calculations that are needed to figure out what may or may not be remaining if an agency does leave. She said that language should be detailed in the IGA as well. She said, as a reminder, part of the reason there is an equipment replacement fund is because this contract is under ETSB, and ETSB cannot fund report writing so we split that cost. She said if the State's Attorney wanted to set up a way for this consortium to act independently, should they choose to leave, they would have money in the bank for that and

ETSB stops being responsible for reimbursements. She said the fact that there is a consortium, if they did stay with this product, there may not need to be as much money in that account going forward. Member McPhearson said his team with work on formalizing their recommendations for modifying the IGA over the next couple months as well as send the IGA to committee members.

Member Franz asked that an updated committee list be sent to the members as well.

Member McPhearson said the PRMS budget will come back to the committee for approval in September.

Member Franz asked if the letter from the agency who is leaving could be shared with members, as well as any future departures.

6.A. [23-2089](#)

General PRMS Updates

6.B. [23-2087](#)

FY2024 PRMS Budget Presentation

Attachments:

[FY24 PRMS Budget Memo](#)

[FY24 PRMS Cost Projections](#)

6.C. [23-2088](#)

Intergovernmental Agreement Renewal and Recommendations

7. OLD BUSINESS

No old business was discussed.

8. NEW BUSINESS

Chair Berlin introduced and welcomed new committee members, Jim Ritz and Jodi Sennett.

9. ADJOURNMENT

With no further business, the meeting was adjourned.