



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

Mr. Grant Eckhoff
DuPage County Board
Representative

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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
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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

Vacant
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: March 12, 2025

SUBJECT: ETSB Payment of Claims List FY25 – March 12, 2025

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on March 12, 2025. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated February 28, 2025.

<u>FY2025 Equalization Fund (4000-5820):</u>	<u>\$</u>	<u>344,669.53</u>
Total:	\$	344,669.53

APPROVED BY:

Greg Schwarze, Chair

ATTEST:

Secretary

**EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY
FY25 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	\$ 1,037,446	\$ 1,037,446	\$ 120,489	\$ -	\$ 916,957.22	12%	88%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,200	\$ 10,200	\$ 1,284	\$ -	\$ 8,915.75	13%	87%
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	\$ -	\$ -	\$ 13,795.70	0%	100%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 85,278	\$ 85,278	\$ 10,475.78	\$ -	\$ 74,802.26	12%	88%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 79,365	\$ 79,365	\$ 8,132.23	\$ -	\$ 71,232.37	10%	90%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 257,168	\$ 257,168	\$ 19,762.71	\$ -	\$ 237,405.59	8%	92%
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	\$ 4,690.72	\$ -	\$ 95,809.28	5%	95%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 32,579	\$ 84.01	\$ -	\$ 32,494.99	0%	100%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 123.95	\$ -	\$ 626.05	17%	83%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 275,000	\$ 275,000	\$ 14,808.40	\$ 60,191.60	\$ 200,000.00	5%	73%
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	\$ -	\$ -	\$ 1,500.00	0%	100%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 151,100	\$ 151,100	\$ -	\$ 32,600.00	\$ 118,500.00	0%	78%
4000	5820	53020-0000	I.T. SERVICES	\$ 525,383	\$ 525,383	\$ -	\$ 525,383.16	\$ -	0%	0%
4000	5820	53030-0000	LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000.00	0%	100%
4000	5820	53040-0000	INTERPRETER SERVICES	\$ 30,000	\$ 30,000	\$ -	\$ 25,000.00	\$ 5,000.00	0%	17%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 54,000	\$ 254,837	\$ -	\$ 207,324.39	\$ 47,512.61	0%	19%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$ 137,928	\$ 137,928	\$ 58,405.00	\$ 37,881.00	\$ 41,642.15	42%	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	\$ 1,433.61	\$ -	\$ 18,566.39	7%	93%
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	\$ 126,723.96	\$ 767,189.40	\$ 282,973.24	11%	24%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$ 1,815,152	\$ 1,815,152	\$ 390,257.83	\$ 1,370,373.76	\$ 54,520.41	22%	3%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000.00	0%	100%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ 287.46	\$ -	\$ 49,712.54	1%	99%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 659,626	\$ 659,626	\$ 36,526.08	\$ 544,356.26	\$ 78,744.07	6%	12%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ -	\$ -	\$ 20,580.00	0%	100%
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	\$ -	\$ -	\$ 50,000.00	0%	100%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$ 1,508	\$ 1,508	\$ 543.00	\$ -	\$ 965.00	36%	64%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 8,000.00	\$ 35,000.00	\$ 67,000.00	7%	61%
4000	5820	53800-0000	PRINTING	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000.00	0%	100%
4000	5820	53800-0001	PRINTING	\$ 6,000	\$ 6,000	\$ 980.51	\$ -	\$ 5,019.49	16%	84%
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	\$ 132.02	\$ -	\$ 2,867.98	4%	96%
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	\$ 360,331.19	\$ 2,242,846.04	\$ 281,140.56	12%	10%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS	\$ 1,071,660	\$ 1,202,408	\$ 329,948.39	\$ 427,145.06	\$ 445,314.41	27%	37%
4000	5820	53810-0000	CUSTODIAL SERVICES	\$ 53,000	\$ 53,000	\$ 20,000.00	\$ 20,000.00	\$ 13,000.00	38%	25%
4000	5820	53830-0000	OTHER CONTRACTUAL EXPENSES	\$ 1,848,770	\$ 1,486,606	\$ -	\$ 671,571.66	\$ 815,034.34	0%	55%
4000	5820	54100-0000	IT EQUIPMENT	\$ 97,845	\$ 62,845	\$ -	\$ 62,845.00	\$ -	0%	0%
4000	5820	54100-0700	IT EQUIPMENT - CAPITAL LEASE	\$ 13,000	\$ 13,000	\$ 2,838.24	\$ -	\$ 10,161.76	22%	78%
4000	5820	54107-0000	SOFTWARE	\$ 1,019,760	\$ 1,019,760	\$ -	\$ -	\$ 1,019,760.00	0%	100%
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$ 656,452	\$ 7,432,715	\$ 6,651,399.48	\$ -	\$ 781,315.52	89%	11%
Total				\$ 14,517,024	\$ 21,258,287	\$ 6,651,399.48	\$ 7,029,707	\$ 6,060,872	0%	29%
EXPENDITURES FOR PERIOD: February 12, 2025						\$ 344,669.53 Internal Transfer:				
				ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
COMP	AU	Account	Description	APPROPRIATION	BUDGET	TRANSFERRED	ENCUMBERED	BALANCE	EXPENDED	REMAINING
4000	5820	53828-0000	CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$ 300,000.00	\$ 300,000.00	\$ -		\$ 300,000.00	0%	100%
4000	5820	54199-0000	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

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
#25-07

Date: March 5, 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 one exception that required correction by the Finance Department.

All of the invoices submitted have been reviewed and recommended 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 March 12, 2025, Board Meeting. The invoices listed on the Bank Account Payment History Report dated February 28, 2025, have been examined and are recommended for payment. The expenditures totalled \$344,669.53.

- FY2025 Equalization Fund (4000-5820) \$344,669.53

One exception was identified by the County Auditor.

A Comcast invoice for \$38,819.26 for internet services had the incorrect year for the invoice date entered by the Finance Department into the MHC system. The County Auditor disapproved the invoice on February 24, 2025. The date was corrected, and the Finance Department resubmitted the invoice to the County Auditor for approval that same day. The County Auditor recommended the invoice for payment on February 25, 2025.

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 23 invoices submitted for payment, and one exception was identified.

The Finance Department should verify the accuracy of invoices entered into the ERP and MHC systems prior to forwarding to the County Auditor for review and payment recommendation.

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: 02/28/25
Time: 11:12

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: 022825 - 022825
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 02/28/25
Time 11:12

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909 Payment Date Range 02/28/25 thru 02/28/25
Payment Code ACH Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	534404	Payment Date	02/28/25	Vendor	10667	CDW GOVERNMENT INC	Status Issued	
10667 AC7UL3Q				IX 102	03/14/25	1,231.90	0.00	1,231.90
10667 AC7US9Y				IX 102	03/14/25	3,458.82	0.00	3,458.82
				*** Payment Total		4,690.72	0.00	4,690.72
Payment Number	534405	Payment Date	02/28/25	Vendor	44522	TOSHIBA AMERICA BUSINESS	Status Issued	
44522 6483990				IX 102	03/05/25	1,433.12	0.00	1,433.12
				*** Payment Total		1,433.12	0.00	1,433.12
				*** Payment Code ACH Total		6,123.84	0.00	6,123.84
				Payment Count		2		

Bank Account Payment History

AP255 Date 02/28/25
Time 11:12

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 02/28/25 thru 02/28/25
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	1207339	Payment Date	02/28/25	Vendor	10008	AT&T	Status	Issued
10008	630495190201	2025	IX 100	02/15/25		311.22	0.00	311.22
			***	Payment Total		311.22	0.00	311.22
Payment Number	1207340	Payment Date	02/28/25	Vendor	10008	AT&T	Status	Issued
10008	630665711302	2025	IX 102	03/06/25		1,058.99	0.00	1,058.99
			***	Payment Total		1,058.99	0.00	1,058.99
Payment Number	1207341	Payment Date	02/28/25	Vendor	10008	AT&T	Status	Issued
10008	630R06015901	2025	IX 102	02/15/25		1,826.18	0.00	1,826.18
			***	Payment Total		1,826.18	0.00	1,826.18
Payment Number	1207342	Payment Date	02/28/25	Vendor	10008	AT&T	Status	Issued
10008	S667122122-25021		IX 102	02/20/25		1,014.37	0.00	1,014.37
			***	Payment Total		1,014.37	0.00	1,014.37
Payment Number	1207343	Payment Date	02/28/25	Vendor	10009	AT&T MOBILITY	Status	Issued
10009	287316512139X02082025		IX 102	03/02/25		428.53	0.00	428.53
			***	Payment Total		428.53	0.00	428.53
Payment Number	1207344	Payment Date	02/28/25	Vendor	10023	COM ED	Status	Issued
10023	6819698000 012325		IX 102	02/22/25		134.90	0.00	134.90
			***	Payment Total		134.90	0.00	134.90
Payment Number	1207345	Payment Date	02/28/25	Vendor	12382	COMCAST	Status	Issued
12382	233658413		IX 102	03/17/25		38,819.26	0.00	38,819.26
			***	Payment Total		38,819.26	0.00	38,819.26
Payment Number	1207346	Payment Date	02/28/25	Vendor	28460	GOTO TECHNOLOGIES USA, INC	Status	Issued
28460	IN60001479036		IX 102	03/22/25		13,327.20	0.00	13,327.20
			***	Payment Total		13,327.20	0.00	13,327.20
Payment Number	1207347	Payment Date	02/28/25	Vendor	10157	GRAINGER	Status	Issued
10157	9383080778		IX 102	02/22/25		287.46	0.00	287.46
			***	Payment Total		287.46	0.00	287.46
Payment Number	1207348	Payment Date	02/28/25	Vendor	10115	MOTOROLA SOLUTIONS INC	Status	Issued
10115	8330297322		IX 102	03/14/25		1,064.40	0.00	1,064.40
10115	8330297833		IX 102	03/22/25		13,744.00	0.00	13,744.00
10115	9068720250102		IX 102	03/03/25		121,945.00	0.00	121,945.00
10115	9069020250102		IX 102	03/03/25		7,782.00	0.00	7,782.00
			***	Payment Total		144,535.40	0.00	144,535.40
Payment Number	1207349	Payment Date	02/28/25	Vendor	10115	MOTOROLA SOLUTIONS INC	Status	Issued
10115	1187139663		IX 102	02/15/25		73,303.88	0.00	73,303.88
10115	1187139669		IX 102	02/15/25		17,521.48	0.00	17,521.48
10115	1187141461		IX 102	03/15/25		36,651.94	0.00	36,651.94
10115	1187141473		IX 102	03/15/25		8,760.74	0.00	8,760.74

Bank Account Payment History

AP255 Date 02/28/25
Time 11:12

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909 Payment Date Range 02/28/25 thru 02/28/25
Payment Code CHK Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	1207349	Payment Date	02/28/25	Vendor	10115	MOTOROLA SOLUTIONS INC	Status Issued	
				*** Payment Total		136,238.04	0.00	136,238.04
Payment Number	1207350	Payment Date	02/28/25	Vendor	11201	UNITED STATES POSTAL SERVICE	Status Issued	
	11201 34855593 013125	ETSB		IX 102	03/02/25	59.22	0.00	59.22
	11201 34855593 123124	ETSB		IX 102	01/30/25	72.80	0.00	72.80
				*** Payment Total		132.02	0.00	132.02
Payment Number	1207351	Payment Date	02/28/25	Vendor	10597	VERIZON	Status Issued	
	10597 6104094707			IX 102	02/19/25	432.12	0.00	432.12
				*** Payment Total		432.12	0.00	432.12
				*** Payment Code CHK Total		338,545.69	0.00	338,545.69
				Payment Count		13		
				*** Cash Code 1414 Total		344,669.53	0.00	344,669.53
				Payment Count		15		
				*** Pay Group 4000 USD Total		344,669.53	0.00	344,669.53
				Payment Count		15		