



# DU PAGE COUNTY

## ETSB - Emergency Telephone System Board

### Final Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**Wednesday, February 8, 2023**

**9:00 AM**

**Room 3500B**

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**1. CALL TO ORDER**

9:00 AM meeting was called to order by Chairman Schwarze at 9:05 AM.

**2. ROLL CALL**

ETSB STAFF:

Linda Zerwin

Matt Theusch

Minesh Thakkar

Eve Kraus

Kris Cieplinski (Remote)

Brian Kopas (Remote)

COUNTY CLERK:

Adam Johnson, Chief Deputy Clerk

STATE'S ATTORNEY:

Mark Winistorfer

ATTENDEES:

Gwen Henry, County Treasurer

Andy Dina, Warrenville Fire

Mike Sampey, Village of Addison

Roy Selvik, ACDC

Marilu Hernandez, ACDC

Anthony McPhearson, County CIO

Dave Jordan, County IT

Melanie Koga, County Finance

Carlitos Rangel, County Finance

Chris Clark, Glen Ellyn Fire

Jim McGreal, Downers Grove Police

John Nebl, OHSEM

Paul Dalen, Clarendon Hills PD (Remote)

Joe Breinig, DMMC (Remote)

Steve Demas, Lisle-Woodridge Fire (Remote)

Joe Fiorentino, Oakbrook Terrace PD (Remote)

Bob Murr, College of DuPage (Remote)

Matt Baarman, DU-COMM (Remote)

Tom Gallahue, ILEAS (Remote)

Bret Mowery, York Center Fire (Remote)

Todd Kubish, Villa Park PD (Remote)  
Jason Norton, Darien PD (Remote)  
Patrick Tanner, West Chicago Fire (Remote)  
Keith Krestan, Lisle-Woodridge Fire (Remote)  
Kurt Bluder, Hinsdale School District 86 (Remote)

On roll call, Members Schwarze, Franz, Eckhoff (9:10am), Guttman, Maranowicz, Schar, Srejma, Swanson, and Yoo were present. Members Kramer and Tillman were absent. There was one vacancy.

<b>PRESENT</b>	Schwarze, Franz, Guttman, Maranowicz, Schar, Srejma, Swanson, and Yoo
<b>ABSENT</b>	Kramer, and Tillman
<b>LATE</b>	Eckhoff

**3. PUBLIC COMMENT**

There was no public comment.

**4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE**

Chairman Schwarze advised the Members the Citizen Representative, Misael Hernandez, had turned in his resignation as he took a new job that affected his availability to attend the board meetings.

**5. MEMBERS' REMARKS**

There were no Members' remarks.

The Board moved onto Agenda Item 9. DEDIRS Portable and Mobile Radio Replacement.

**6. CONSENT AGENDA**

Chairman Schwarze asked for a motion to combine Consent Agenda Items A/Monthly Staff Report; B/Revenue Report for the February 8, 2023 Regular meeting; C/Minutes approval for PAC for January 9, 2023; D/ Minutes approval for ETSB for January 11, 2023; E/ISP 9-1-1 Annual Financial Report. Member Yoo motioned, seconded by Vice Chair Franz. On voice vote, all "Ayes", motion carried.

Chairman Schwarze asked for a motion to approve Consent Agenda Items A/Monthly Staff Report; B/Revenue Report for the February 8, 2023 Regular meeting; C/Minutes approval for PAC for January 9, 2023; D/ Minutes approval for ETSB for January 11, 2023; E/ISP 9-1-1 Annual Financial Report. Member Yoo motioned, seconded by Member Guttman. On voice vote, all "Ayes", motion carried.

**A. Monthly Staff Report**

**6.A.1. [23-0843](#)**

Monthly Report for February 8 Regular Meeting

**Attachments:**     [January 2023 Meeting Monthly Report.pdf](#)

**B.     Revenue Report 911 Surcharge Funds**

6.B.1.   [23-0844](#)

ETSB Revenue Report for February 8 Regular Meeting for Fund 5820/Equalization

**Attachments:**     [Revenue Report Regular Meeting 2.8.23.pdf](#)

**C.     Minutes Approval Policy Advisory Committee**

6.C.1.   [23-0845](#)

Approval of January 9, 2023 Minutes - PAC

**Attachments:**     [PAC Minutes 1.9.23.pdf](#)

**D.     Minutes Approval ETS Board**

6.D.1.   [23-0846](#)

Approval of January 11, 2023 Minutes - ETSB

**Attachments:**     [ETSB Minutes 1.11.23.pdf](#)

**E.     ISP 9-1-1 ANNUAL FINANCIAL REPORT**

6.E.1.   [23-0847](#)

Statewide 9-1-1 Annual Financial Report for DuPage ETSB

Ms. Zerwin said the financial aspects in the report are compiled throughout the year by County Finance and are a good check and balance. She said the form was different this year and an extension was provided by the State because of technical issues in its deployment. She noted that ETSB filing was submitted by the original deadline. If the report is not filed, Ms. Zerwin said it affects the ETSB's ability to receive surcharge. After 60 days, the State can withhold surcharge until the report is completed. The report also requires PSAP stats such as calls for service. From County Finance, Melanie Koga and Carlitos Rangel were present in the room for questions; there were none.

**Attachments:**     [ISP 9-1-1 AFR\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Michael Guttman
<b>AYES:</b>	Schwarze, Franz, Eckhoff, Guttman, Maranowicz, Schar, Srejma, Swanson, and Yoo
<b>ABSENT:</b>	Kramer, and Tillman

7. VOTE REQUIRED BY ETS BOARD

A. Payment of Claims

7.A.1. [23-0848](#)

Payment of Claims for February 8, 2023 for FY22 - Total for 4000-5820 (Equalization): \$7,118.52. Total for inter-department transfer for 4000-5820 (Equalization): \$627.36.

**Attachments:** [Payment of Claims 2.8.23 FY22.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Joseph Maranowicz
<b>SECONDER:</b>	William Srejma

7.A.2. [23-0849](#)

Payment of Claims for February 8, 2023 for FY23 - Total for 4000-5820 (Equalization): \$565,395.54.

**Attachments:** [Payment of Claims 2.8.23 FY23.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Guttman
<b>SECONDER:</b>	Yeena Yoo

B. Change Orders

7.B.1. [ETS-R-0005-23](#)

Resolution to decrease and close the following contracts that have expired: Motorola PO 4961-1 Change Order #1; CDWG PO 4971-1 Change Order #1; Kimberly A Miller & Associates PO 5163-1 Change Order #2; Michelle Marie Lilly PO 5371-1 Change Order #1; Dell Inc PO 5523-1 Change Order #1; Motorola PO 5524-1 Change Order #1; CDWG PO 5574-1 Change Order #1.

**Attachments:** [Motorola 921004 4961-1 CO1 close contract.pdf](#)  
[CDWG 921002 4970-1 CO1 close contract.pdf](#)  
[Miller 921020 5163-1 CO2 close contract.pdf](#)  
[Lilly 921038 5371-1 CO1 close contract.pdf](#)  
[Dell 922003 5523-1 CO1 close contract.pdf](#)  
[Motorola 922004 5524-1 CO1 close contract.pdf](#)  
[CDWG 922002 5574-1 CO1 close contract.pdf](#)

<b>RESULT:</b>	APPROVED
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<b>MOVER:</b>	David Schar
<b>SECONDER:</b>	William Srejma

7.B.2. [ETS-R-0006-23](#)

Resolution approving Change Order #1 to EOLA Power LLC PO 922017/5732-1 for the procurement and installation of a capacitor and fan replacement kit for the UPS within the Addison Consolidated Dispatch Center (ACDC) PSAP and move available funds within the contract in the County Finance software. (Total amount of quote: \$21,668.80; total additional amount of request: \$6,293.80)

**Attachments:**     [EOLA 922017 Change Order 1.pdf](#)  
                              [EOLA 922017 CO1 Requisition.pdf](#)  
                              [EOLA 922017 CO1 Decision Memo.pdf](#)  
                              [EOLA 922017 CO1 Quote.pdf](#)  
                              [EOLA 922017 CO1 Report page\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Michael Guttman

C.     **Purchase Resolutions**

7.C.1. [ETS-R-0007-23](#)

Awarding Resolution to Rave Wireless Inc. dba Rave Mobile Safety PO 923004/5162-1 for the fourth (4) of a five (5) year option to renew of Smart911 services. (Total amount: \$119,200)

**Attachments:**     [Rave 923004 Checklist.pdf](#)  
                              [Rave 923004 Vendor Ethics\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mark Franz
<b>SECONDER:</b>	David Schar

7.C.2. [ETS-R-0008-23](#)

Awarding Resolution to Dick Buss & Associates LLC PO 923005 for a three (3) year renewal of semi-annual Xtreme console cleaning services at the Addison Consolidated Dispatch Center (ACDC) and DU-COMM PSAPs. (Total Amount: \$120,000)

**Attachments:**     [Dick Buss 923005 Checklist.pdf](#)  
                              [Dick Buss 923005 Requisition.pdf](#)  
                              [Dick Buss 923005 Justification\\_Redacted.pdf](#)  
                              [Dick Buss 923005 Sole Source\\_Redacted.pdf](#)  
                              [Dick Buss 923005 3 Year Quote.pdf](#)  
                              [Dick Buss 923005 Vendor Ethics\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Joseph Maranowicz

**D. Budget Transfers**

7.D.1. [ETS-R-0009-23](#)

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2022 from 4000-5820-53828 (Contingencies) to 4000-5820-53370 (Repair & Maintenance Other Equipment) for the procurement and installation of a capacitor and fan kit replacement on the Addison Consolidated Dispatch Center (ACDC) UPS. (Total budget transfer: \$6,300)

Member Srejma motioned, seconded by Member Maranowicz, to approve the budget transfer. On roll call, all "Ayes", motion carried.

**Attachments:**     [BT 53828 to 53370 UPS repairs ACDC.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	William Srejma
<b>SECONDER:</b>	Joseph Maranowicz
<b>AYES:</b>	Schwarze, Franz, Eckhoff, Guttman, Maranowicz, Schar, Srejma, Swanson, and Yoo
<b>ABSENT:</b>	Kramer, and Tillman

**E. TRAVEL AND TRAINING**

7.E.1. [23-0850](#)

Three (3) Attendees from ETSB PSAP ACDC to attend the MABAS conference in Bloomington-Normal, IL February 22-24 for an estimated cost of \$1,100 per attendee. (Total conference amount not to exceed: \$3,300)

**Attachments:**     [Individual Travel request for MABAS ACDC.pdf](#)

<b>RESULT:</b>	APPROVED
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<b>MOVER:</b>	Michael Guttman
<b>SECONDER:</b>	Joseph Maranowicz

7.E.2. [23-0851](#)

One (1) attendees from DuPage ETSB PSAPs DU-COMM and five (5) attendees from ACDC to attend 2023 Navigator IAED Conference in Nashville, TN April 13-20, 2023 for an estimated cost of \$800/\$3,000 per attendee. Navigator IAED is part of the ETSB Priority Dispatch contract 4330-1 for four (4) attendees. (Total conference amount not to exceed: \$11,100)

Member Yoo questioned the amount per attendee. Ms. Zerwin summarized the procedure ETSB follows regarding reimbursement and explained that four attendees were attending under the Priority Dispatch contract, whereas two attendees were not.

Vice Chair Franz commented that he believed travel would be better handled through an IGA so as to not tie up staff time. He said we will get there eventually. Chairman Schwarze agreed.

**Attachments:**     [Individual Travel request for Navigator Priority contract.pdf](#)  
                              [Individual Travel request for Navigator Pre-cons.pdf](#)  
                              [Individual Travel request for Navigator.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Eric Swanson
<b>SECONDER:</b>	David Schar

**8. DU PAGE ETSB 9-1-1 SYSTEM DESIGN**

Ms. Zerwin had nothing beyond what was reported in the monthly report.

**9. DEDIRS PORTABLE AND MOBILE RADIO REPLACEMENT**

Policy Advisory Committee (PAC) Vice Chair Dina said that Phase 1 of the recommendations had been completed, that the police radios were deployed. He said the Police Focus Group had developed a Phase 2 memo which was broken out into several steps, and the Fire Focus Group had done something similar. PAC Vice Chair Dina told the Board to forget the information he updated them with at last month's meeting. He said there was new information regarding the upgradeability of the PSAP consoles which brought them back to the initial Phase 2 of the fire rollout including encryption. PAC Vice Chair Dina said that on the upcoming Monday, 12 APXNextXN portable fire radios would be rolled out to members of the Fire Focus Group for testing. He said after the testing, the fire radios would be rolled out per agency. He said this would create a few challenges as some agencies would be on the new template, some not, until all the fire radios are deployed, but there is a solution. Three of the current zones would be part of the new template so agencies could continue to operate on the old channels until all agencies

are switched over. He added that the process is complex and complicated but they want to do it right. Agencies will be given a few radios to test at the start and once they confirm they are working and have all their channels, etc., the remainder of their radios would be deployed.

Member Eckhoff entered the meeting at 9:10am.

PAC Vice Chair Dina said they had met with the Motorola Project Manager and were happy with the progress. He said the mobiles will be programmed and the portables then after. He concluded saying about 600-700 fire radios had been delivered and the balance was expected in the coming weeks.

Chairman Schwarze asked if there were any questions for PAC Vice Chair Dina; the Board had none.

Ms. Zerwin said that when they talked about not upgrading the MCC7500 PSAP consoles, when Motorola was onsite for their walkthrough, it was determined that all but 24 consoles are ready for encryption. She said this means the encryption phase can be implemented more quickly, which is important to the law enforcement side. She said this also means there will be a change order in the amount of approximately \$30,000 to update those consoles. She said a few details of the contract are being worked through and a change order may be ready for March.

Ms. Zerwin said the replacement consoles, the AXS model, have different functionality than what the Telecommunicators are accustomed to. These features will be worked through to meet the needs of the TCs while the encryption goals are accomplished.

Ms. Zerwin asked Mr. Theusch to provide an update on the audio issues experienced on the portables. Mr. Theusch said that Motorola had been tracking audio problems with officers in the field who were using non-certified headsets. They were asked to stop using them last month and the volume of tickets opened reporting this issue has greatly diminished. He said that Motorola had applied a patch to some equipment the previous week and since the patch was applied and the users were requested to stop using the non-certified headsets, there have been two tickets opened by users. Mr. Theusch said they were cautiously optimistic the issues have been mitigated but instances will still be tracked and investigated when reported.

Member Swanson stated that he took issue with blaming the earpieces not made by Motorola and would like some kind of fix for the problem. He said he receives daily updates that continue to identify problems, that over the last few days there were only a couple, but there was no earpiece being used. He read from the monthly report about the Motorola ride along and said if non-Motorola earpieces are the problem, why is his list of complaints not miles long? He found it ridiculous to blame a non-Motorola earpiece because then anyone using these units would not hear anything.

Ms. Zerwin responded saying she believed Motorola asked users to stop using the earpiece so they could eliminate it as part of the issue. She said it is possible that if someone has been using an earpiece for several years on an APX7000 and transferred it to an APXNext, it could be old, broken, dirty or not functioning as well, they asked it not be used to be eliminated as a source.



She said there is only one earpiece certified by Motorola currently for the APXNext. There are other earpieces available but they have not been certified for use with the APXNext. She apologized if that information was not clear. She continued saying that once an agency had reported having issues with the APX7000s, Motorola continued investigating other avenues. She said blame is not being placed on the earpiece, but rather Motorola had observed on the ride along that the earpiece being used was not part of the original configuration that was purchased. Ms. Zerwin said there are other pieces being considered; there are 16 towers, maintenance updates, simulcast systems, etc.

Member Swanson said that does not impart confidence to his deputies on the street who have been told to stop using a piece of hardware as part of their operational needs in situations where an officer is talking to someone who should not hear the radio traffic.

Ms. Zerwin stated there has been a policy in place for years that users who modify the radio by using a different piece of equipment are required to submit a form to ETSB to help eliminate issues.

Member Swanson asked if there is a definition of modifying the radios.

Ms. Zerwin summarized the history of the policy and its intent. She said some modifications require a change in the code plug to accept that change. She said this is an officer safety issue, so if users want to put different hardware on the radio, ETSB needs to see it to ensure the radio does not need to be updated and the piece will function properly. Ms. Zerwin concluded by saying she realizes it is an inconvenience but until it is identified where the audio issue is coming from, the earpiece was observed. She said the PAC is in the process of reviewing the accessories policy.

Chairman Schwarze confirmed with Mr. Theusch that the issue is still being investigated. Mr. Theusch said every instance that is reported to ETSB is investigated by Motorola.

Chairman Schwarze asked for any other questions; there were none. The Board moved onto Agenda Item 6. Consent Agenda.

## **10. POLICY REVIEW**

### **10.A. 911-001: Consolidation of 9-1-1 Services, Transfer and Decommissioning of Public Safety Answering Points**

### **10.B. 911-002: Reimbursement of Consolidation Costs**

Chairman Schwarze began by stating the Members had received the policies in their board email and turned the discussion over to Ms. Zerwin.

Ms. Zerwin said the policies came about as part of the Des Plaines discussion from last month's board. She said there have been several iterations of the policies in terms of what ETSB can financially support. There is a section that talks about outside agencies and that there are two examples of outside agencies partially in DuPage County, or fully in but not participating. Burr Ridge was a paper ETSB and under the State Statute was required to decommission and came

into DU-COMM. The second instance is the Pleasantview Fire Protection District. Fire Protection Districts typically do not receive surcharge directly. In the policy is a formula that was created for an annual contribution based on population. Ms. Zerwin said that Pleasantview touches DuPage whereas Des Plaines would be the first outside agency not adjacent or not contiguous to a piece of DuPage. She said the first part of the discussion is where the policy stands and their point of view on whether it needs to be updated. The second policy is what the ETSB pays for as part of consolidation fees. Ms. Zerwin explained the fees associated with the PSAPs and how they differ.

A discussion ensued about Des Plaines which included the project timeline, reimbursement of an agency that is outside of DuPage, whether the systems can handle an agency the size of Des Plaines, and the service level to the residents of DuPage. Member Maranowicz noted that both PSAPs made an offer to Des Plaines. Member Eckhoff inquired into whether there is a State policy regarding who should take Des Plaines, why does Cook County not have to take them? Ms. Zerwin referenced notes from the State Advisory Board meeting where it was noted that an outside analysis overall effects of consolidation and the State mandates put in place in 2016. She thought they may recommend additional consolidation. She explained this in further detail and said Des Plaines would be looking for a willing partner and that Cook County has around 70 ETSBs. It would be the same question of who has the capacity to take a community that large. Further discussion ensued around questions Member Yoo had regarding the staffing level of ACDC and effects to the PSAP if they were to take on Des Plaines. Member Schar voiced his concerns over the administrative time and work involved and the service to the citizens of DuPage County. Vice Chair Franz inquired whether the memo and policies were on the agenda or sent to the Members separately. Ms. Zerwin replied Item 10. Policy Review is on the agenda, with the policies listed to be discussed, but that the policies are typically not posted when starting an informational discussion.

Ms. Zerwin addressed a question saying there is nothing in the policies that state an agency has to pay for ETSB time to review a consolidation request. She then said there is no agency within the system with enough surcharge to cover their individual costs, this is a combined resource effort. A discussion ensued around the financial and technological impact with the Board directing Ms. Zerwin to provide a report and analysis by the March board, if possible. There was also discussion on the monetary benefit to ACDC of taking on Des Plaines, such as in savings to their members, and to the ETS Board and DU-COMM. Member Swanson added that even if there is a financial benefit to the consolidation, as a member of ACDC, the Sheriff's Office would want to know that service levels will not be degraded.

After a brief consult with Ms. Zerwin, ASA Winistorfer said there may be an issue in determining policy while simultaneously making a decision regarding Des Plaines because the policy would be made consistent with the decision. He said a decision regarding Des Plaines should be made prior to the policy framework around what the board would do for this particular municipality. To clarify, changing the rules to fit with their decision about whether to admit municipalities is problematic, in his opinion. There was discussion around the wording in the policy in relation to how municipalities outside of the DuPage system are admitted, or whether they are prohibited from coming in, and how Members interpreted that wording. Member Yoo inquired into how the Board had previously decided to allow agencies like Burr Ridge and

Pleasantview into the system. Ms. Zerwin provided a summary of the reasoning and rationale from an ETSB perspective at that time. The discussion concluded with Vice Chair Franz reading a portion of the policy regarding funding of consolidation costs and stating his interpretation of said wording.

Chairman Schwarze asked for any other questions or comments, to which there were none. He said based on the recommendation of ASA Winistorfer, he asked Ms. Zerwin to continue working on the financial and technological impact so the Board could then make a decision on whether to allow the consolidation of Des Plaines.

**11. OLD BUSINESS**

No old business was discussed.

**12. NEW BUSINESS**

No new business was discussed.

**13. EXECUTIVE SESSION**

At 10:07am, a motion was made by Member Maranowicz, seconded by Member Srejma, for ETSB to enter Executive Session pursuant to Section 5 ILCS 120/2(c)(21) of the Open Meetings Act for discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

**A. Minutes Review Pursuant to 5 ILCS 120/2 (C) (21)**

13.A.1. March 10, 2021; May 12, 2021; February 9, 2022; August 10, 2022; September 14, 2022

**B. Personnel Matters Pursuant to 5 ILCS 120/2 (C ) (1)**

**C. Security Procedures and the Use of Personnel and Equipment Pursuant to 5 ILCS**

**D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)**

**14. MATTERS REFERRED FROM EXECUTIVE SESSION**

The regular session of the ETSB reconvened at 10:16am. On roll call, Members Schwarze, Franz, Eckhoff, Guttman, Maranowicz, Schar, Srejma, Swanson, and Yoo were present. Members Kramer and Tillman were absent.

14.A. Action on approval and/or release of minutes which were reviewed subject to a semiannual review of minutes on February 8, 2023

A motion was made by Member Eckhoff, seconded by Member Guttman, to release the minutes of August 10, 2022 as presented during Executive Session. On roll call, Members Eckhoff, Franz, Guttman, Maranowicz, Schar, Schwarze, Srejma, Swanson, and Yoo voted all "Ayes", motion carried.

A motion was made by Member Eckhoff, seconded by Member Guttman, to retain the minutes of March 10, 2021; May 12, 2021; February 9, 2022 and September 14, 2022 as presented during

Executive Session. On roll call, Members Eckhoff, Franz, Guttman, Maranowicz, Schar, Schwarze, Srejma, Swanson, and Yoo voted all “Ayes”, motion carried.

14.B. Action relative to the specific employees who were the subject of consideration for appointment, employment, compensation, discipline, performance, or dismissal

This item was not discussed in Executive Session.

**15. ADJOURNMENT**

15.A. Next Meeting: Wednesday, March 8 at 9:00am in 3-500B

Chairman Schwarze asked for a motion to adjourn. Vice Chair Franz motioned, seconded by Member Yoo. The meeting of the ETSB was adjourned at 10:19am.

Respectfully submitted,

Jean Kaczmarek