



# DU PAGE COUNTY

## ETSB - Policy Advisory Committee

### Draft Summary

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

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**Monday, August 4, 2025**

**8:15 AM**

**Room 3500A**

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#### Join Zoom Meeting

<https://us02web.zoom.us/j/88961887684?pwd=Wb9mTTLNkpapXcQjSD7Wmtl29lz0hj.1>

**Meeting ID: 889 6188 7684**

**Passcode: 011560**

#### 1. CALL TO ORDER

8:15 AM meeting was called to order by Chair Selvik at 8:15 AM.

#### 2. ROLL CALL

Attendees:

Linda Zerwin, DuPage Emergency Telephone System Board, non-voting Member

Gregg Taormina, DuPage Emergency Telephone System Board (Remote)

Eve Kraus, DuPage Emergency Telephone System Board (Remote)

Andres Gonzalez, DuPage Emergency Telephone System Board

Kimberly Blair, DMMC (Remote)

Scott Bukovic, Westmont PD (Remote)

Jim Connolly, Village of Addison (Remote)

Tom Gallahue, ILEAS (Remote)

Marilu Hernandez, ACDC (Remote)

Erica Huff, Oak Brook PD (Remote)

Erik Maplethorpe, DU-COMM (Remote)

James McGreal, Downers Grove PD (Remote)

Bob Murr, College of DuPage (Remote)

Jason Norton, Darien PD (Remote)

Suzette Quintell, DMMC (Remote)

Richard Sanborn Jr., York Center FPD (Remote)

On roll call, Members Benjamin, Burmeister, Clark, Fleury, Jansen and Selvik were present, which constituted a quorum.

<b>PRESENT</b>	Selvik, Benjamin, Burmeister, Clark, Fleury, and Jansen
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#### 3. PUBLIC COMMENT

There was no public comment.

#### 4. CHAIR'S REMARKS - CHAIR SELVIK

There were no remarks from Chair Selvik.

**5. MEMBERS' REMARKS**

There were no Members' remarks.

**6. CONSENT ITEMS****6.A. [25-1803](#)**

DEDIR System July Maintainer Report

On voice vote, all Members voted "Aye", motion carried.

**Attachments:**     [Motorola System Manager Report July 2025](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Chris Clark
<b>SECONDER:</b>	Eric Burmeister

**6.B. [25-1804](#)**

ETSB PAC Minutes - Regular Meeting - Monday, July 7, 2025

On voice vote, all Members voted "Aye", motion carried.

**Attachments:**     [2025-07-07 PAC Minutes Summary](#)

<b>RESULT:</b>	ETSB RECEIVED AND PLACED ON FILE
<b>MOVER:</b>	Craig Jansen
<b>SECONDER:</b>	Tyler Benjamin

**7. COMMITTEE APPROVAL REQUIRED****7.A. [25-1798](#)**

Approval of a Memorandum of Understanding between the Emergency Telephone System Board of DuPage County and the Northwest Central Dispatch Center pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System).

Vice Chair Clark made a motion to approve, seconded by Member Benjamin. Executive Director Zerwin said this modification was filed on July 7, 2025, and that the 14 day notification period was completed on August 1, 2025, with no objections. Modifications do not require ETS Board approval. Vice Chair Clark said this access modification came up last month and that a few changes were requested, so this version simply incorporated those changes.

On voice vote, all Members voted 'Aye', motion carried.

**Attachments:**     [NWCD MOU signed 7.7.25\\_Redacted](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Chris Clark
<b>SECONDER:</b>	Tyler Benjamin

7.B. [25-1799](#)

Approval of a Memorandum of Understanding between the Emergency Telephone System Board of DuPage County and the Illinois State Toll Highway Authority pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System).

Executive Director Zerwin said this modification was also filed on July 7, 2025, and that the 14 day notification period was completed on July 28, 2025, with no objections. Modifications do not require ETS Board approval.

On voice vote, all Members voted 'Aye', motion carried.

**Attachments:**     [Outside Agency CKR MOU Tollway Signed 7.7.25\\_Redacted](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Tyler Benjamin
<b>SECONDER:</b>	Chris Clark

7.C. [25-1800](#)

Approval of a Memorandum of Understanding between the Emergency Telephone System Board of DuPage County and the Hillside Police Department pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System).

Member Burmeister made a motion to approve, seconded by Member Jansen. Executive Director Zerwin said this modification was also filed on July 7, 2025, and that the 14 day notification period was completed on July 21, 2025, with no objections. Modifications do not require ETS Board approval.

Member Benjamin asked if, because this was a modification, there was no need to inquire about whether more access to talkgroups was required. He said he noticed there was none on the other side and gave the example that Elmhurst already had access to Hillside's channel. Executive Director Zerwin said that if it was not on the original request in terms of what someone asked for, then it was not changed, and that this was more about outside requests coming in. Member Benjamin said he had no objection to the modification but asked if he should reach out to Elmhurst and suggest they contact Hillside to request permission to apply for access to Hillside's channels. Executive Director Zerwin said that requests had to come through ETSB because it was a system matter, and that if Elmhurst wanted access, they could apply for that access.

On voice vote, all Members voted 'Aye', motion carried.

**Attachments:**     [911-005.2 Attachment Outside Agency CKR MOU Hillside PD Redacted](#)  
[Hillside PD Letter Redacted](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Eric Burmeister
<b>SECONDER:</b>	Craig Jansen

7.D.     [25-1802](#)

Approval of a Memorandum of Understanding between the Emergency Telephone System Board of DuPage County and the Canadian Pacific Kansas City Railroad Police Department pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System).

Member Burmeister made a motion to approve, seconded by Member Benjamin. Executive Director Zerwin said this was also a modification, explaining that most of these had gone out and were now coming back in under the new form, so they were repeating. She said the modification date was July 18, 2025, and the 14 day notification deadline was completed on August 1, 2025, with no objections. Modifications do not require ETS Board approval. She added that one thing that could be done was to remind people during the 14 day notification period to review whether there was anything on the other side, noting Member Benjamin's earlier point. She said the assumption was that people were already looking, but it would probably be a good reminder and suggested doing so in the podcast.

On voice vote, all Members voted 'Aye', motion carried.

**Attachments:**     [CPKC PD Application Modification Redacted](#)  
[911-005.2 Attachment Outside Agency CKR MOU CPCK PD Redacted](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Eric Burmeister
<b>SECONDER:</b>	Tyler Benjamin

8.     **DEDIR SYSTEM**

8.A.     [25-1805](#)

August DEDIR System Update

Chair Selvik said he believed the memorandum indicated the PAC might need to take action. Executive Director Zerwin said directions were needed, not action, and explained that Mr. Gonzalez had put together an update on the commentary received from fire agencies regarding their talkgroup testing. She said Deputy Chief Mitsuka was provided with the Policy where the talkgroup list was located, to answer mapping questions, and Chief Fleege's concerns about naming conventions were related to LTACC, which

needed to remain consistent with dispatch center instructions. Executive Director Zerwin another concern involved helicopter channel naming, specifically the similarity between 7AG88D and 7AG80D, which was difficult for ViQi to differentiate. She said Chief Fleege suggested using terms like “Kilo” or adding a prompt like “air” to make it easier to find, but she noted that changing the actual convention would make it harder to manually locate the channel.

Vice Chair Clark said this issue had been discussed extensively in Fire Focus Group meetings and Mr. Connolly had stated the helicopters must use the official name, otherwise, they would not find the channel. Chair Selvik said they could consider labeling it differently for ViQi purposes but keeping the channel unchanged for the pilots. Member Fleury said he was unsure how operationally useful that would be, and Member Benjamin said it seemed more of a fire concern than a police concern.

Vice Chair Clark said medical helicopters were the main issue, and that in the past IREACH was used, but the group decided to move to the air ground channel because it was standardized. He said changing the name could confuse the helicopters. Member Benjamin asked about current air transport channel use, and Members Jansen and Clark said it was still generally IREACH, which was VHF, while the air ground channel in question was a 700 MHz simplex channel. Executive Director Zerwin said STARCOM antennas were usually higher in elevation on a tower, making them suitable for air communication.

Chair Selvik said this would ultimately require education and training so that users understood that if ViQi read back the number, they were on the correct channel even if they had asked for “helo.” Member Burmeister agreed it was better to focus on training. Member Fleury said the confusion might also come from how digits were spoken, such as “eighty eight” versus “eight, eight.” Member Benjamin said this indicated the user already knew the correct channel but that ViQi was not recognizing it clearly, so it might be more of a workflow issue. Executive Director Zerwin said more testing could determine whether clearer enunciation solved the problem. Vice Chair Clark said perhaps users should spell out digits individually. Executive Director Zerwin agreed and said this had also been an issue with FD Ops channel numbers.

Chair Selvik said that Mr. Connolly was on and could have a comment, Mr. Gonzalez relayed that Mr. Connolly commented in the chat that ViQi did recognizes “7 A G 8 8 D” if spoken clearly. Executive Director Zerwin said this should be included in the frequently asked questions, advising users to speak slower and enunciate single digits. She also said other issues, such as fire main zones, hazard zone activations, and TriCom channel labeling, had already been addressed. Vice Chair Clark asked if there were many Zendesk tickets, Executive Director Zerwin said comments were mostly being tracked on the Monday.com board, though tickets were created for the Radio System Manager to track changes. Chair Selvik asked if any action was needed from the PAC, and Executive Director Zerwin said no, only that the discussion points would be added to the frequently asked questions and more testing would be done.

**Attachments:**     [DEDIR System Update - 08 2025](#)**8.B. Police**

Member Fleury said he had received several calls about the IGA for use of the radios and the affidavit requiring Chiefs to sign that radios were used specifically for 911 calls. He said that Chiefs were concerned that the wording implied they personally responded to 911 calls on a regular basis. He said DU-COMM's attorneys and others, including Lombard's, advised against signing for fear of misrepresentation. He asked whether the intent was to state that Chiefs physically responded or that they monitored and adjusted resources.

Executive Director Zerwin said the difference was similar to sworn versus non-sworn staff on the Police side. She said if you were sworn, you were considered a responder, even if you did not personally go on every call. She said in Fire, there are certain dispatches that Chiefs have assignments that require them to respond to the initial 9-1-1 dispatch. She compared it to an active shooter, where a Police Chief would still be expected to respond.

Member Fleury said the wording appeared too strict and was causing hesitation. He asked if Chair Selvik or Executive Director Zerwin had received any calls from Chiefs. Chair Selvik said he had not received calls. Executive Director Zerwin said the issue came from ensuring proper use of over \$80 million in infrastructure and avoiding diversion of funds. She said some village attorneys were already working directly with ASA Mark Winistorfer on the language.

Vice Chair Clark said the law was clear that 911 funds could only be used to facilitate the reception and response to 911 calls, and Chiefs could be considered responders depending on the situation. Member Fleury said he agreed, noting similar arguments about CSOs at traffic accidents. Executive Director Zerwin said the best approach was for Chiefs or village attorneys to go directly to ASA Winistorfer for clarification. She said the affidavit had been discussed and may already be resolved, but she was not sure of the final outcome. She emphasized that operational practices, such as CSOs being dispatched to injury accidents, determined compliance, and that sworn personnel were covered because assignments could change at any time.

**8.C. Fire****9. OLD BUSINESS**

Executive Director Zerwin said Lombard PD's WAVE application had been delayed in implementation because they would be the first DuPage agency on the new PTX system instead of the old WAVE system. She said that Lombard was not yet fully set up in the new system, but it should be completed in the near future. She said Motorola indicated it would be about two weeks. She said this was the reason the application had not yet moved forward.

Chair Selvik asked if with the new WAVE application, once the move to PTX occurred, they would not need to be as concerned about user limits. Executive Director Zerwin said that was correct, that PTX would have greater user capacity and Motorola was transitioning systems to that new process, though the infrastructure was not yet fully in place. She said this change would take the guesswork out of it since there would not be as many limitations to monitor.

Chair Selvik said he had one note under old business and asked for an update on the Emergency Button Policy. Member Benjamin said he and Member Burmeister had met and were on the same page. He said they were working together on it, though he was behind on sending their Policy. He said both had shared their policies and would stay in communication to determine terminology. He said as of now it was external activation, but if that changed, they would communicate.

Executive Director Zerwin then gave a little bit of ETSB Policy background. She explained that the original Policy manual was developed by a Policy Committee that included Westmont Manager Ron Searle, Downers Grove Manager Dave Fieldman, Oversight Committee Chair Police Chief Steve Herron, and others including Deputy Fire Chief Jeff Bacidore, Police Chief Dave Schar, Deputy Fire Chief Jim Connolly, and Chief Dan Bilodeau. She said those original policies were later reworked when ETSB changed its numbering system. She explained that when a Policy shows an original policy number such as 4.2.2, it was because it came from the original set of policies. She said over time, revisions were made by whoever was on the Policy Advisory Committee at that time, and with the radio replacements, ETSB had started using Focus Groups to review policies. She said the original Policy Committee had produced reports and documentation, and that the policy structure under discussion came from that earlier process. She said she would email everyone a copy of the original Policy manual for reference so they understood the history. She said at one point the policies were blanket approved in that form and later reworked under new numbers. She added that she and Vice Chair Clark were among the few who had been present during the first development of these policies, and that this background would help provide context for the group.

## **10. NEW BUSINESS**

There was no new business.

## **11. ADJOURNMENT**

Chair Selvik said the next meeting was listed as September 10, but corrected that is scheduled for Monday, September 8 at 8:15am. Executive Director Zerwin said the first Monday of the month was Labor Day, and that the County would be closed, so the meeting was adjusted to Monday, September 8 on the 2025 meeting calendar.

### **11.A. Next Meeting: Monday, September 8 at 8:15am in Room 3-500A**

Member Jansen made a motion to adjourn the meeting at 8:56am, seconded by Member Burmeister. On voice vote, motion carried.

Respectfully submitted,

Andres Gonzalez