



DU PAGE COUNTY

ETSB - Ad Hoc Finance Committee

Draft Summary

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

Thursday, August 24, 2023

10:30 AM

Room 3500A

1. **CALL TO ORDER**

10:30 AM meeting was called to order at 10:30 AM.

2. **ROLL CALL**

ETSB STAFF:

Linda Zerwin

Matt Theusch

Gregg Taormina

Eve Kraus

ATTENDEES:

Stephen Rauter

Kevin Dempsey, Village of Addison (Remote)

On roll call, Members Schwarze, Franz, Guttman, Maranowicz, Robb, Srejma, and Yoo were present. Member Henry was absent.

PRESENT	Schwarze, Franz, Guttman, Maranowicz, Robb, Srejma, and Yoo
ABSENT	Henry

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

There were no remarks from Chairman Schwarze.

4. **PUBLIC COMMENT**

There was no public comment.

5. **CONSENT ITEMS**

5.A. [23-2762](#)

ETSB Ad Hoc Finance Minutes - Regular Meeting - Wednesday, July 26, 2023

On voice vote, all "Ayes", motion carried.

Attachments: [2023-07-26 ETSB Ad Hoc Finance Minutes Summary.pdf](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Jessica Robb
SECONDER:	Yeena Yoo

6. FY24 BUDGET

6.A. [23-2774](#)

Review of Operating line items

Chairman Schwarze turned the discussion over to Ms. Zerwin. Ms. Zerwin referenced the Contingencies memo of costs and the spreadsheet provided to the Members. The spreadsheet was shared on screen by Ms. Kraus. Vice Chair Franz thought the costs were conservative and that \$150,000 in the contingencies account line would be enough moving forward. Ms. Zerwin said that with inflation and costs continuing to rise, she would recommend leaving it for this coming budget year. Vice Chair Franz said that was a good point and asked for an annual analysis moving forward, to which Ms. Zerwin indicated staff would do that. The direction from the committee was to leave it as is and re-evaluate next budget year.

Ms. Zerwin referenced the operating lines initial overview memo saying it had been updated with contract expiration dates and page 3 was updated with anticipated reimbursement costs. She said the Board had said they would pick up the airtime costs if agencies purchased their own radios. ETSB has been paying for airtime for all radios in the system. She said with the changes from the FCC and the pending changes at the State level, the radios that are not allowable costs make up the figure from page 3 under the reimbursement chart. The radios in question pending a review regarding what is allowable from the State's Attorney's Office are CSO radios and mobiles on the police side, records or administrative radios not directly related to the 9-1-1 dispatch. If the State's Attorney's Office deems the radios as allowable costs, the Board would decide whether they want to continue covering the airtime charges moving forward. She also reminded the Board that as part of the contract, the previously seated Board elected to cover only the cost of the APX4000 radio for non-sworn even if the agency purchased an APXNext. Member Guttman asked if this was to allow agencies to choose what they wanted but to set a baseline amount for the cost. Ms. Zerwin confirmed, correct. Chairman Schwarze asked how that affects this year's budget. Ms. Zerwin said it would not affect FY23. The first reimbursement invoicing would start in FY24, December or January, and she was hoping to get an opinion from the SAO prior to that invoicing. She said what it would change would be less reimbursements back into the fund.

Member Maranowicz reviewed the role of CSOs within the communities. Ms. Zerwin said the tipping point is what is directly related to the 9-1-1 dispatch. She used the example of police mobiles for command of an incident, which takes place after the dispatch. She said, there is no case law on this so part of what the SAO will review is how the agencies are describing an item. Chairman Schwarze said it is up to the Board whether they want to pay for certain amount or the entire costs. Ms. Zerwin confirmed yes and Deputy Director Theusch began some quick math to see what the delta between the APX4000 and APXNext costs would be. Member Maranowicz would like to see the full cost reimbursed not just for his agency's sake but because he was seeing a trend of the hiring of CSOs as opposed to full time police and the utilization of CSOs more in the field and the need for them to have a radio if backup were needed. Member Guttman asked if the change order approved at today's board meeting was part of this discussion.

Ms. Zerwin explained the change order was a true up and while related, not all those costs were 100% reimbursable. Ms. Zerwin also said that Treasurer Henry intended to provide a revenue presentation at the board level next month.

Ms. Zerwin said she believed the questions relating to the operating budget from last month's meeting were answered this morning. Vice Chair Franz asked for a reminder regarding the IGA and how it affects the budget. Ms. Zerwin provided a recap on the FY23 to FY24 budget projection. Member Maranowicz apologized for the hold up on his end. Mr. Theusch approximated the difference in cost for about 149 radios to be \$694,000 give or take a radio or two. Chairman Schwarze asked Ms. Zerwin if those costs had to be added to the budget. Ms. Zerwin replied since ETSB will no longer be purchasing radios, the annual contribution to the capital contingency fund was dropped and she believed the impact to the operating budget could be handled alongside the four-year reimbursement plan for agencies. Vice Chair Franz asked if the reimbursement would come from the members, not the PSAPs. Ms. Zerwin said that DU-COMM elected to sign for their agencies whereas ACDC agencies signed on their own.

There were no further questions. Ms. Zerwin confirmed that the consensus was that the operating budget was good adding that the contingencies line item to be reviewed on an annual basis.

Attachments: [Memorandum regarding Contingencies spreadsheet.pdf](#)
 [Executive Summary FY24 Budget Contracts Line Item Expenses](#)
 [Updated for 8.24.23.pdf](#)

6.B. **23-2780**

Review of Capital requests

Ms. Zerwin began the capital requests portion by saying that in having a shared system, the PSAPs are working with ETSB throughout the year on requests whereas in the past, with multiple PSAPs, requests would be coming in from varying sources. Discussion ensued on the capital request memorandums provided with the board packet including RapidSOS Premium, VoyagerAI, and multi-factor authentication.

The PSAP Directors explained the upgrade in moving to RapidSOS Premium services which included increase mapping details, a consolidation of fire service apps which all feed into RapidSOS, ANI/ALI (automatic numbering and location or caller ID for 9-1-1) coordinates, that if the 9-1-1 system were to be lost, the browser would still continue to work so the PSAPs would still be able to see the 9-1-1 caller's number.

Vice Chair Franz left the meeting at 10:54am during the RapidSOS pricing portion of the discussion.

The consensus was to place the funds in the FY24 budget and projected subsequent years for this project.

Discussion continued with an explanation of the VoyagerAI software as part of the Priority Dispatch contract, which would make it a change order to utilize funding built

into the contract for QPR (quality assurance) services which were discontinued beginning in FY23. Mr. Rauter questioned if legacy data was preserved between one system and the new if they had to go back. The PSAP Directors were unsure and Chairman Schwarze said that was something they could find out and would not affect whether the decision would be made to approve the contract. Ms. Zerwin explained that if they wanted to move forward with this, it would be a change order to the contract when negotiations were completed. Chairman Schwarze asked if any Members were not in favor of the program, to which there were none.

Ms. Zerwin said multi-factor authentication (MFA) was something that had been avoiding for as long as possible because of its complexity given the size of the system and cost but given the recent situation with the Village of Addison and ACDC, it was time to bring forward for consideration. It would be a subscription based service with recurring costs each year. The Tech Focus Group was still reviewing options so the projected costs were with an assumed 5% annual increase with the initial cost being the most expensive option from a product that DU-COMM is currently using and ACDC is implementing. Discussion ensued and questions arose regarding whether DU-COMM, ACDC and ETSB could cost share, which devices and users this would affect, how implementation may roll out including the use of personal cell phones versus dongles/fobs. The consensus was to place the funds in the FY24 budget for this project.

Chairman Schwarze asked if the Members felt an additional meeting was necessary before budget approval. Ms. Zerwin said the figures would be placed in the budget spreadsheet and disseminated for their review. She reviewed the typical annual schedule of the budget approval process and said all the County Board requirements were being met. Chairman Schwarze asked that ideally, could the Members get the Treasurer's presentation before the September board meeting. He was targeting the September meeting for approval. Member Guttman brought up the timing of the IGA meetings and whether the \$2M would be decided upon by that time. Ms. Zerwin thanked him for that reminder. Chairman Schwarze concluded the discussion by saying it was nice to have a full board and that his concern has been whether they would have enough Members present to conduct business.

Attachments: [FY24 Capital Summary memo.pdf](#)

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

There was no new business.

9. ADJOURNMENT

9.A. Next Meeting

A motion was made by Member Yoo, seconded by Member Srejma to adjourn. The meeting of the ETSB Ad Hoc Finance Committee was adjourned at 11:20am.

Respectfully submitted,

Eve Kraus