



# **DU PAGE COUNTY**

## **ETSB - Ad Hoc Finance Committee**

### **Regular Meeting Agenda**

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

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**Wednesday, July 9, 2025**

**9:30 AM**

**Room 3500B**

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**Or immediately following the adjournment of the ETS Board meeting**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/83556809978?pwd=V4oe19OLFVYqj05zDWup91ZXFa8ype.1>**

**Meeting ID: 835 5680 9978**

**Passcode: 484535**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. CHAIR'S REMARKS - CHAIR SCHWARZE**
- 5. MEMBERS' REMARKS**
- 6. CONSENT ITEMS**
  - 6.A. [25-1677](#)**  
ETSB Ad Hoc Finance Minutes - Regular Meeting - Wednesday, June 11, 2025
- 7. FY26 BUDGET**
  - 7.A. [25-1687](#)**  
FY26 Operations Review
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
- 10. ADJOURNMENT**
  - 10.A. Next Meeting**



## ETSB Other Action Item

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**File #:** 25-1677

**Agenda Date:** 7/9/2025

**Agenda #:** 6.A.

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# DU PAGE COUNTY

## ETSB - Ad Hoc Finance Committee

### Draft Summary

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**Wednesday, June 11, 2025**

**9:30 AM**

**Room 3500B**

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**Or immediately following the adjournment of the ETS Board meeting**

#### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/83522840717?pwd=CsgdFDTeku2XZnnv7YfTrl67wV7OKJ.1>**

**Meeting ID: 835 2284 0717**

**Passcode: 818266**

#### **1. CALL TO ORDER**

9:30 AM meeting was called to order by Chair Schwarze at 9:54 AM.

#### **2. ROLL CALL**

ETSB STAFF:

Linda Zerwin

Gregg Taormina

Eve Kraus

Andres Gonzalez

STATE'S ATTORNEY:

Mark Winistorfer

ATTENDEES:

Nancy Llaneta, County Finance

Thomas Packard, County Finance

On roll call, Members Schwarze, Franz, Hernandez, Henry, Honig, Maranowicz, Robb, and Wolber were present.

<b>PRESENT</b>	Schwarze, Franz, Hernandez, Henry, Honig, Maranowicz, Robb, and Wolber
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#### **3. PUBLIC COMMENT**

There was no public comment.

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

Chair Schwarze thanked the Members for their participation in this fourth year of the Ad Hoc Finance Committee. Vice Chair Franz also thanked the Members saying he thought this process helps educate the rest of the Board.

**5. FY26 BUDGET****5.A. [25-1485](#)****FY26 Operations Review**

Chair Schwarze turned the meeting over to Ms. Zerwin. Ms. Zerwin provided a review of the memorandum that had been distributed to the Members which discussed the operating budget. Ms. Zerwin said one of the things to consider is the replacement of the batteries for the portable radios, police and fire, which is a commodity and costs around \$800,000 just for police. She said accounting for those costs would cause spikes in the battery line item as those are replaced. In terms of personnel, Ms. Zerwin said there is an open headcount of two (2) positions to address. She reviewed the move of GIS mapping services to County GIS and the cost sharing with County and includes not only GIS/IT, but also the State's Attorney's Office, the Auditor's Office, and Finance. Ms. Zerwin said that she and Deputy Director Taormina had spoken about how to best fill the open headcount and hoped to develop a plan to bring forward. Discussion ensued regarding the expectations of current staff and salary recommendations, including the status of COLA calculated at 3.5% until direction is received from the County, and the approach to take to fill the open headcount.

Vice Chair Franz said he would like to see a breakdown of the transfers made to the County for cost sharing, a plan for capital projects, and he would like \$2M transferred to the PSAPs. He said that with ETSB not funding radios going forward, he thought the goal was to give the PSAPs some funding each year to help them meet their operational needs and requested a history of those payments.

Discussion ensued regarding potential changes in the State's strategic plan which will alter the distribution formula for funding, and may affect smaller systems disproportionately, cost-sharing programs for radio replacement, and the unexpected end of year payouts that could be set aside for a radio replacement program to level out costs. There was also further discussion of personnel in regard to maintenance of the system infrastructure and efficiencies in consolidation and contracts. Ms. Zerwin provided a short explanation of the capital contingencies funding model and the reserves/investments handled by the Treasurer's Office. In conclusion, Ms. Zerwin reviewed the budget calendar in terms of upcoming meetings and presentations.

**Attachments:**     [Budget Summary.pdf](#)

**6. NEW BUSINESS**

There was no new business.

**7. ADJOURNMENT****7.A. Next Meeting: Wednesday, July 9 at 9:30am or immediately following the adjournment of the ETS Board meeting in 3-500B**

Without objection, the meeting of the ETSB Ad Hoc Finance Committee was adjourned at 10:20am.

Respectfully submitted,

Eve Kraus



## Discussion

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**File #:** 25-1687

**Agenda Date:** 7/9/2025

**Agenda #:** 7.A.

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# Emergency Telephone System Board Of DuPage County Memorandum

**TO:** Chair Schwarze and ETS Board Members  
**FROM:** Linda Zerwin, Executive Director  
**DATE:** June 30, 2025  
**SUBJECT:** FY26 Budget Executive Summary  
**CC:** Chair Conroy, County Administrator Nick Kottmeyer

The Ad Hoc Finance Committee will meet Wednesday, July 9 at 9:30 to continue budget discussions. Per the County's Budget Calendar, the ETSB's preliminary budget has been uploaded to OpenGov with the required documentation. Included as part of the upload are the following adjustments that have been made since the June 11 meeting during review and account cleanup.

## FY26 Draft Budget

### June Projection

Operating	FY2025 Appropriation	FY2026 Projections Obligations	Difference FY25 to FY26	% of Difference FY25 to FY26	% of Operating Budget
Personnel	\$1,516,305	\$1,618,456	\$102,151	7%	13%
Commodities	\$420,750	\$197,750	(\$223,000)	-53%	2%
Contractual	\$11,092,912	\$10,470,058	(\$622,854)	-6%	85%
Total	\$13,029,967	\$12,321,237	(\$743,730)	-6%	100%

### July Projection after changes

Operating	FY2025 Appropriation	FY2026 Projections Obligations	Difference FY25 to FY26	% of Difference FY25 to FY26	% of Operating Budget
Personnel	\$1,516,305	\$1,588,759	\$72,454	5%	12%
Commodities	\$420,750	\$597,750	\$177,000	42%	4%
Contractual	\$11,092,912	\$11,327,102	(\$234,190)	-2%	84%
Total	\$13,029,967	\$13,513,611	(\$483,644)	-4%	100%

The major increase in Contractual is the demonstrated \$2M vs \$1M for the PSAP grant. Details are provided further in this memorandum.

### Personnel:

A staffing plan will be discussed at the ETS Board in executive session at the July meeting. This category will be adjusted pending direction from the Board.

### 51040: Medical and Hospital Insurance: Decreased by \$26,826

An adjustment was made which decreased the costs of insurance for Administrative Assistant Andres Gonzalez from the default insurance amount calculated into the budget for a new hire to the actual amount based on the plan chosen. A new hire is calculated at the top rate to ensure that this line item has adequate funds. It is then adjusted when the new hire makes an insurance category choice.



## Emergency Telephone System Board Of DuPage County Memorandum

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### **Commodities:**

5820-52250:Auto/Mach Replacement Parts Increased by \$400,000

FY25, UPS batteries were budgeted to replace the three (3) year old batteries currently in the UPS units in ACDC and DU-COMM. Bid #25-040-ETSB is on the July 9 ETS Board agenda for award approval. To maintain a battery replacement schedule and keep the costs regulated across the fiscal years, batteries for the Motorola APXNext Police portable radios have been added into FY26, and batteries for the APXNext XN Fire portable radios in FY27. In FY28 and beyond, these three replacement battery costs will alternate, again beginning with the UPS units.

This addition of the batteries resulted in an increase in Commodities in the amount of \$400,000, making this total \$597,750.

### **Contractual:**

These contractual changes resulted in a decrease in the amount of \$44,956, excluding the addition of the \$1M.

53300: Repaid and Maintenance Facilities: Increased by \$30,000

With ARPA projects coming to a close, it is anticipated that Facilities Management will be able to schedule an evaluation and redesign of the space being utilized by the ETSB technical staff. To this effect, \$30,000 was added to this line, and \$10,000 taken from miscellaneous building repairs, to reserve \$40,000 for the remodel, which has been roughly estimated at \$35,000.

53610: Instruction and Schooling: Increased by \$35,000

Priority Dispatch AI SkillLab was budgeted in 54100: Capital IT Equipment in FY25 and moved to 53610 for FY26 per the direction of the ETSB accountants, making this change budget neutral. AI SkillLab is an optional service in the Priority Dispatch PO 4330-1 which uses AI to train Telecommunicators with real scenarios and AI callers that can mimic accents and dialects from all over the world.

5820-53806: Software Licenses: Increased by \$1,920

Minor adjustments were made for the removal of the CAD to CAD Interface cost in the amount of \$1,920 and the addition of Mobile Responder and I/NetViewer licenses as requested by Police and Fire agencies in the amount of \$4,866. However, the licensing costs of \$4,866 will be reimbursed by the requesting agencies, making this amount budget neutral, or a decrease of \$1,243.

5820-53807: Software Maintenance Agreements: Increased by \$1,924

An annual cost for QuickBooks, utilized by ETSB staff for invoicing purposes, has been added to this line.

53830: Other Contractual: **Decreased by \$176,800** (Increase of \$1M for PSAP Allocation)

Along with the movement of funds within the Priority Dispatch contract was the removal of Quality Performance Review (QPR) services. This was an optional service after the first year utilized to augment case review and quality assurance needs. DU-COMM used the service in FY22 and opted out of the remaining years. The PSAPs were given an opportunity to request different services such as additional training with the funds remaining from the opt out. In the latest change order, executed on December 11, 2024, this service was removed from the contract and the FY26 budget in the amount of \$176,800.

Request by Vice Chair Franz to increase the IGA grant amount of \$1M to the PSAPs to \$2M for FY26. This has been added to the budget so that ETS Board members and the Ad Hoc Finance Committee can see the





## Emergency Telephone System Board Of DuPage County Memorandum

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impact. It has not yet been discussed. The History memorandum requested by Vice Chair Franz is also provided with this memorandum.

### **Capital:**

To date, there has been one new capital request from the PSAPs to present for consideration.

#### 54107: Capital Software: **New \$196,500**

RapidSOS Communicator: ACDC has submitted a request to expand the basic RapidSOS to include this module. A copy of the County Budget form for New Programs and Initiatives is attached to this memorandum. The cost was calculated at the actual vs the discounted price because the vendor provided a quote for bundled services and ACDC is only interested in one component. This is a five year quote. If approved the budget would be amended to show the first year cost in 54107 and the remaining costs in 53807: Software Maintenance Agreements.

#### Options:

1. Approve the budgeted amount
2. Deny the request

Note: If approved, with the contract negotiation, the Executive Director would recommend a 2 year contract with year 3-5 as options to renew for flexibility. This will allow the ETS Board and PSAPs to evaluate the purchase and to opt-out if the software doesn't meet the needs of the PSAP or a different product becomes available.

#### 54100: Capital IT Equipment: **Decreased by \$35,000**

As discussed above, \$35,000 was moved from 54100: Capital IT Equipment to 53610: Instructional and Schooling for the Priority Dispatch AI SkillLab.

#### In 54110: Capital Equipment and Machinery: Increased by \$217,740

It is projected the install of both the core and optional Fire Station Alerting (FSA) equipment for the new Itasca Station #67 will be completed prior to November 30, however, \$93,455 has been carried over from FY25. Clarendon Hills may be constructing a new station and so the current cost of the core equipment, in the amount of \$74,285, as well as estimated optional equipment in the amount of \$25,000 have been budgeted for a total of \$99,285. An additional \$25,000 has been budgeted in previous years, above the known new station costs, for optional equipment for agencies for remodels or new equipment.

These adjustments resulted in an increase in capital in the amount of \$182,740.

### **County Board Requirements**

The ETSB's preliminary budget has been uploaded to OpenGov with the required documentation to meet the June 27 deadline. Included as part of the upload are the previous adjustments that have been made since the June 11 meeting during review and account cleanup.



## Emergency Telephone System Board Of DuPage County Memorandum

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### **Task to date:**

#### July Meeting

1. Review of any changes to the Operating Budget
2. Capital Budget Requests
3. 54199: Capital Contingencies and Equipment Replacement

#### August Meeting

Continuation and finalization of Operating and Capital Budget, as needed.

1. Review of any changes to the Operating Budget
  - a. Discuss of PSAP IGA grant increase from \$1M to \$2M for FY26
2. Capital Budget Requests
3. 54199: Capital Contingencies and Equipment Replacement

#### September Meeting

1. Approve the FY26 Budget as shown on the September Agenda. Standard Practice has been to provide the budget in September for discussion, and approval at the October meeting. The Board has on occasion approved the budget in September.

#### October Meeting

1. Approve the FY26 Budget if not approved in September.
2. Approve the salary adjustments, if recommended in September via resolution.
3. Approve FY26 COLA salary adjustments, if finalized by the County Board, and the ETS Board is in agreement.

### **Additional Tasks:**

1. Update the Expenditure policy for ETSB – in progress
2. Capital Requests Memorandums – one received
3. Update Operation Budgets with any Changes including Personnel and Ad Hoc recommendations from July 9 meeting. – Completed