



DU PAGE COUNTY

ETSB - Policy Advisory Committee

Final Summary

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

Monday, September 11, 2023

8:15 AM

Room 3500A

1. CALL TO ORDER

8:15 AM meeting was called to order by Chairman Hayden at 8:15 AM.

2. ROLL CALL

Attendees:

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

Matt Theusch, DuPage Emergency Telephone System Board

Gregg Taormina, DuPage Emergency Telephone System Board

Eve Kraus, DuPage Emergency Telephone System Board

Nick Kottmeyer, DuPage County Board Office

John Sullivan, Addison Fire

Kurt Bluder, Hinsdale High School District 86 (Remote)

Jim Connolly, Village of Addison (Remote)

Tom Gallahue, ILEAS (Remote)

Michael Hylton, Oakbrook Terrace PD (Remote)

Jimmy Lahanis, Darien-Woodridge Fire (Remote)

Bob Murr, College of DuPage (Remote)

Bill Srejma, ACDC (Remote)

Andrea Lieberenz, Addison PD, Secretary (Remote)

On roll call, Members Hayden, Baarman, Hermes, Johl, and Rivas were present, which constituted a quorum.

PRESENT	Hayden, Baarman, Hermes, Johl, and Rivas
ABSENT	Dina

3. CHAIRMAN'S REMARKS - CHAIR HAYDEN

Chairman Hayden said 22 years ago today was one of the most destructive terrorist acts in our country. He asked for a brief moment of silence.

4. PUBLIC COMMENT

There was no public comment.

5. CONSENT ITEMS**5.A. [23-2972](#)**

ETSB Policy Advisory Committee Minutes - Regular Meeting - Monday, August 7, 2023

A motion was made by Member Rivas, seconded by Member Johl, to forward the minutes from the August 7, 2023 meeting to the ETS Board to receive and place on file. On voice vote, all “Ayes”, motion carried.

Attachments: [2023-08-07 ETSB PAC Minutes Summary.pdf](#)

RESULT:	ETSB RECEIVED AND PLACED ON FILE
MOVER:	Michael Rivas
SECONDER:	Pat Johl

5.B. [23-2991](#)

DEDIRS July Maintainer Report

All Members had received and reviewed the Radio Maintainer Report.

A motion was made by Member Johl, seconded by Member Rivas, to forward the report to the ETS Board to receive and place on file. On voice vote, all “Ayes”, motion carried.

Attachments: [2307ETSBRadioMaintenanceReport.pdf](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Pat Johl
SECONDER:	Michael Rivas

5.C. [23-2990](#)

DEDIRS August Maintainer Report

All Members had received and reviewed the Radio Maintainer Report.

A motion was made by Member Johl, seconded by Member Hermes, to forward the report to the ETS Board to receive and place on file. On voice vote, all “Ayes”, motion carried.

Attachments: [2308ETSBRadioMaintenanceReport.pdf](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Pat Johl
SECONDER:	Sherianne Hermes

6. PARENT COMMITTEE APPROVAL REQUIRED**6.A. [ETS-R-0038-23](#)**

Resolution to Amend Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

Member Johl made a motion to discuss, seconded by Member Rivas.

Ms. Zerwin said the only open piece in the policy is encryption. Member Rivas said the DuPage Chiefs were asked what additional agencies wanted to be added, and he received the following suggestions: Metra, Schaumburg PD, Elk Grove PD, Naperville, Aurora, Bolingbrook, ISP helicopter, and Northlake/Hillside. He said there will be many more and he suggested adding additional agencies to the DEDIR System as they request to be added. He said Metra was the only one who suggested themselves; other DEDIRS agencies suggested the other agencies.

A spreadsheet of the proposed Police templates was shared onscreen. Mr. Connolly said he, John Nebl, and Member Baarman have the privilege of working with both the Police and Fire Focus Groups, and that gives them an advantage to see any discrepancies or missing items. He said the spreadsheet shows three columns; the first column shows the standard template in all police radios, the next column shows the proposed changes from about a year ago provided by Chief Herron, and the last column shows what he (Mr. Connolly), Mr. Nebl, and Member Baarman see as discrepancies or things that might need to be added. Mr. Connolly said it is consistent with the last report that Member Rivas provided, which is moving to the standardized PD ops across all talk groups with one assigned by PD talk group, including a spare talk group for ACDC which already exists, and a spare Police talk group for DU-COMM. That would total 15 police talk groups - 10 at DU-COMM and 5 at ACDC, with a PD ops channel assigned to each.

Mr. Connolly said the thought on encryption is that Fire would have access to the PD dispatch groups and the main PD ops talk groups, as many agencies move their operations to these when there is a significant event. In addition to the 15 talk groups, there would be two joint secure ops to be used by Police and Fire, which could be used during a rescue task force operation. There would be another seven PD ops that would be encrypted to Police only. Mr. Connolly said there would be five dedicated talk groups for MERIT, as previously discussed.

Mr. Connolly reviewed the columns in the spreadsheet. One column showed the currently named PD dispatch talk groups, except Channel 15, which is temporarily named DU-COMMPD and is the spare DU-COMM Police talk group to be used for any agency or however they choose to use it. He said the rest are similar to what is in the radio today. Mr. Connolly said given the increase in the Police dispatch talk groups, they had to find a place to put court, jail and OHSEM, which are in the DuPage interop talk group list. He said he believes that the NIPAS talk group is going away. Mr. Connolly said there were no changes in the locals, although they were put in alphabetical order. He said State Police made a lot of changes in their naming conventions, and they have been included in

the proposed Fire template and have been included the same way in the Police template. He continued down the spreadsheet saying there were no changes for Elgin. DuPage Fire incorporates the proposed new numbering system for Fire, with the transition for ACDC taking place now, and DU-COMM at a time to be determined. He said the joint secure ops and Fire ops talk groups have increased; originally there were seven and now there are 14 pre-assigned. Mr. Connolly pointed out there are two full zones of Northwest Central Fire in the police template, but Northwest Central Police are not in there. He said in speaking with Northwest Central, they were cooperative and agreeable to a proposal to put in the Police talk groups and eliminate or minimize the Fire talk groups. Mr. Connolly was unsure why there were so many Fire talk groups but that if Police want them, they could have them. Chairman Hayden asked Member Hermes if she knew the answer, but she did not. Mr. Connolly speculated that perhaps former Member Herron had wanted the NWC Fire talk groups. Member Baarman said those were the only channels that were not encrypted that NWC could give; the channels were in the template as a last-ditch place to go to talk to someone in the NWC world, but they were not ever used for police operations. Mr. Connolly thanked Member Baarman saying that made sense and once DuPage moves to AES and TDMA, the world would open up for the Police talk groups.

Mr. Connolly continued his review of the spreadsheet. He spoke about the 800 backups for DU-COMM and ACDC and said they could be standardized and ordered in any way. Glendale Heights and Westmont have 800 community channels or public works, and they have moved those to a separate miscellaneous zone. He said there were originally eight interops, but Mr. Nebl recommended to put DU in the interop name to clarify the difference between a DuPage interop and a Cook County interop. These channels would be maintained as four for ACDC and four for DU-COMM with a ninth channel added for DUCALL, or point to point channel, per the consensus from both focus groups. He said the current recommendation was that half of the interops would be encrypted and half not, and not pre-assigned to Police or Fire to give the PSAPs flexibility. Mr. Connolly said Cook County has 10 interops. There are three Cook County talk groups used by agencies bordering DuPage County. Mr. Connolly concluded his presentation with a review of the outside talk groups from LTACC, Laraway, and Grundy County, as suggested by those agencies.

Mr. Connolly said the only thing that is not on the spreadsheet is SWIT/ITTF, and they will most likely mimic what was done for Fire until ITTF goes away in a few years.

Chairman Hayden said we are proceeding with encryption for Law enforcement which will help the Fire side figure out what they are programming.

Member Johl made a motion to table the policy until the next meeting, seconded by Member Rivas. On voice vote, motion carried.

Attachments: [911-005.2 Access to the DuPage Emergency Dispatch Interoperable Radio System clean draft.pdf](#)
[911-005.2 DEDIRS Application and Confidentiality Agreement clean draft 8.9.23.pdf](#)

RESULT:	TABLED
MOVER:	Pat Johl
SECONDER:	Michael Rivas

6.B. **ETS-R-0045-23**

Resolution to amend Policy 911-005.10: Metropolitan Emergency Response and Investigation Team Designated Talk Groups.

Ms. Zerwin reviewed the redline changes to the policy which had previously been provided to the Members. She said all of the changes were submitted by MERIT and were reviewed by the State's Attorney's Office. She asked if any Members had changes, to which there were none.

Member Johl made a motion to recommend approval to the ETS Board, seconded by Member Hermes. On voice vote, all "Ayes", motion carried.

Attachments: [911-005.10 MERIT Talk Groups 9.11.23 clean draft.pdf](#)

RESULT:	ETSB RECOMMENDED FOR APPROVAL
MOVER:	Pat Johl
SECONDER:	Michael Rivas

7. **DEDIRS PORTABLE AND MOBILE REPLACEMENT**

7.A. **Police**

Member Rivas had nothing to report.

7.B. **Fire**

Member Johl advised the Fire Focus Group is still meeting and continues to work with Motorola on exploring changes to programming.

8. **OLD BUSINESS**

There was no old business.

9. **NEW BUSINESS**

Member Rivas said the Police Focus Group would like to add more members. He advised Darien Police Sergeant Mike Loren, Lombard Police Deputy Chief Joe Grage, and Addison Police Deputy Chief Roy Selvik will be joining the Police Focus Group. He said they are going to meet shortly after the conclusion of the PAC meeting.

10. ADJOURNMENT**10.A. Next Meeting: Monday, October 2 at 8:15am in Room 3-500A**

Member Johl made a motion to adjourn the meeting at 8:42am, seconded by Member Hermes.
On voice vote, motion carried.

Respectfully submitted,

Andrea Lieberenz



ETSB Other Action Item

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

File #: 23-2972

Agenda Date: 9/13/2023

Agenda #: 6.C.1.



DU PAGE COUNTY

ETSB - Policy Advisory Committee

Draft Summary

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

Monday, August 7, 2023

8:15 AM

Room 3500A

1. CALL TO ORDER

8:15 AM meeting was called to order by Chairman Hayden at 8:15 AM.

2. ROLL CALL

Director Linda Zerwin, DuPage Emergency Telephone System Board, non-voting Member
Matt Theusch, DuPage Emergency Telephone System Board
Eve Kraus, DuPage Emergency Telephone System Board
Colin Fleury, West Chicago PD
Pat Tanner, West Chicago Fire
Jim Connolly, Village of Addison (Remote)
Tom Gallahue, ILEAS (Remote)
Jimmy Lahanis, Darien-Woodridge Fire (Remote)
Jim McGreal, Downers Grove PD (Remote)
Matthew Mellens, Oakbrook Terrace PD (Remote)
Bob Murr, College of DuPage (Remote)
John Nebl, OHSEM (Remote)
Safia Rusulis, Oak Brook PD (Remote)
Bill Srejma, ACDC (Remote)
Andrea Lieberenz, Addison PD, Secretary (Remote)

On roll call, Members Hayden, Dina, Hermes, Johl, and Rivas were present, which constituted a quorum.

PRESENT Johl, Rivas, Hayden, Hermes, Baarman, and Dina

3. CHAIRMAN'S REMARKS - CHAIR HAYDEN

There were no remarks from Chairman Hayden.

4. PUBLIC COMMENT

There was no public comment.

5. CONSENT ITEMS

5.A. [23-2634](#)

ETSB PAC Minutes - Regular Meeting - Monday, June 5, 2023

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

Attachments: [2023-06-05 PAC Minutes Summary.pdf](#)

RESULT:	ETSB RECEIVED AND PLACED ON FILE
MOVER:	Pat Johl
SECONDER:	Sherianne Hermes

5.B. [23-2635](#)

ETSB PAC Minutes - Special Call Meeting - Tuesday, June 20, 2023

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

Attachments: [2023-06-20 PAC Minutes Summary.pdf](#)

RESULT:	ETSB RECEIVED AND PLACED ON FILE
MOVER:	Pat Johl
SECONDER:	Sherianne Hermes

6. PARENT COMMITTEE APPROVAL REQUIRED

6.A. [ETS-R-0038-23](#)

Resolution to Amend Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

Chairman Hayden said if the policy was recommended for approval it would go to the ETS Board on August 24, 2023. A motion to discuss was made by Member Johl, seconded by Member Hermes.

Member Johl mentioned the question on Page 2 regarding interop talk groups and encryption. Ms. Zerwin said that is the only open element, and the last time they spoke about it, the Police Focus Group was going to decide which talk groups would be encrypted. Member Rivas said the Policy Focus Group had not yet met. It was determined they would meet before the next Police Ops meeting, which was scheduled for September 27, 2023. Chairman Hayden questioned if this should be put on the September PAC agenda. Ms. Zerwin said there would have to be a Special Call meeting to approve the changes. Vice Chair Dina would like the Police Focus Group to discuss which talk groups and channels Fire will have access to. Member Johl confirmed that the 8 Interop groups would not be encrypted. Member Rivas confirmed that as correct.

Member Johl made a motion to table this item until the next PAC meeting on September 11, 2023, seconded by Member Hermes. Member Hermes advised she may have to join electronically. Ms. Zerwin said as long as there is a quorum in the room, they can vote to allow a member to participate remotely. On voice vote, all "Ayes", motion carried.

Attachments: [911-005.2 Access to the DuPage Emergency Dispatch Interoperable Radio System clean draft.pdf](#)
[911-005.2 DEDIRS Application and Confidentiality Agreement clean draft 8.9.23.pdf](#)

RESULT:	TABLED
MOVER:	Pat Johl
SECONDER:	Sherianne Hermes

7. POLICY DISCUSSION

7.A. [23-2636](#)

Resolution to Amend Policy 911-005.5: DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) Terminology and Definitions.

Ms. Zerwin said this policy is on the agenda for discussion only and recommended it be the last DEDIRS policy approved as terminology would be added to it as the other policies are worked on. Ms. Zerwin said it was put on the agenda so the group could see where the changes made by Member Hermes to date. Ms. Zerwin said if there is anything more to include, members should let her know.

Member Hermes said Vice Chair Dina advised OTAR needs to be added. Member Hermes said she believed DUCALL should be added, as well, as it applies to everyone under the DEDIRS specific usage. Ms. Zerwin asked if the definition of a talk group should be under “Definitions and Terms” or would there be a separate policy. Member Hermes suggested making it an appendix to this policy.

Attachments: [911-005.5 DEDIRS Terminology and Definitions clean draft.pdf](#)

8. DEDIRS PORTABLE AND MOBILE REPLACEMENT

8.A. Police

Member Rivas had nothing additional to report.

8.B. Fire

Vice Chair Dina said the Fire Focus Group was still waiting on the encryption plan from Police. He said the Fire members had gone through every template, most of which have been approved, with just a few left to go through. Vice Chair Dina said all of the issues are minor, and once the templates are approved, they would be ready for the mobile radios, which are being programmed first. He continued saying that they are waiting to find out about the encryption keys and that they need the IGAs. Vice Chair Dina said Fire Focus is still working through some NFPA 1802 standards issues. He said the Fire Focus members each have 2 radios, one programmed with all tactical channels and the hazard zone, and the other with the main dispatch channel and the hazard zone. Vice Chair Dina said once they have an opportunity to try both radios out, they will schedule a focus group meeting and then meet with Motorola.

9. OLD BUSINESS

There was no old business.

10. NEW BUSINESS

There was no new business.

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

Member Johl made a motion to adjourn the meeting at 8:29am, seconded by Member Hermes.
On voice vote, motion carried.

Respectfully submitted,

Andrea Lieberenz



ETSB Other Action Item

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

File #: 23-2991

Agenda Date: 9/11/2023

Agenda #: 5.B.



DU-COMM

DuPage Public Safety Communications
420 N. County Farm Road
Wheaton, IL 60187

Matthew Baarman
Deputy Director
Support Services
mbaarman@ducomm.org
630.260.7514 Direct

Memorandum

TO: Linda Zerwin, ETSB Executive Director
DATE: Friday, August 11, 2023
FROM: Matthew Baarman, Deputy Director
RE: DEDIRS Maintenance Status Report – July

Starcom System Outages:

Unplanned Work:

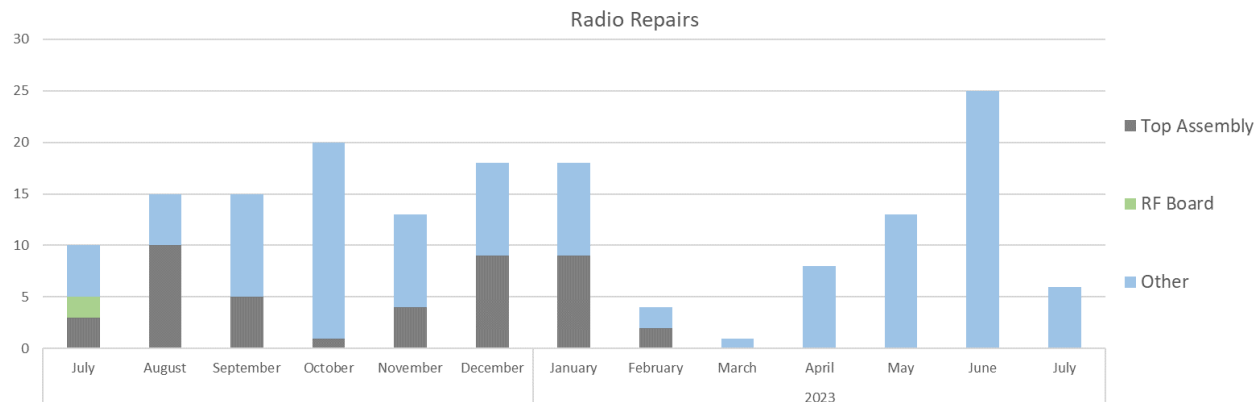
- None

Planned Work:

- 07/12/23 - Monthly core patching postponed to August due to issue with Red Hat Linux Patch.
- 07/11/23 - GGSN router configuration updates impact IV&D functions for 15 minutes starting at 8am.

Radio Repairs:

Repairs for the last 13 months follow:



A few highlights include:

- 30 Radio Loaners provided over three different agencies
- 1 RSM replaced
- 11 Fire batteries replaced
- 1 VHF/7/800 antenna replaced
- 1 APX7000XE swapped for non-certified APX7000XE

Talkgroup Usage:

The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from July 1, 2023 thru July 28, 2023 follows (all time in seconds):

Talkgroup Alias	Total Group Time	Group Count	Longest Call Time	Group Busy Count	Longest Busy Time	Total Busy Time	Count of Rejects
DU ACDC 2	319,679	92,262	33	2	0	20	1678
DU ACDC 3	293,811	83,034	41	0	0	20	1333
DU 3EAST	244,301	74,187	45	0	0	20	1740
DU DPSO F1	238,615	64,851	56	0	0	20	1057
DU 1EAST	226,461	67,235	48	1	0	20	1449
DU 3WEST	204,380	63,262	56	0	0	20	1053
DU 1WEST	204,204	61,787	30	1	0	20	1125
DU 1SOUTH	199,743	61,100	33	0	0	20	949
DU 3SOUTH	192,256	58,376	36	0	0	20	953
DU 1NORTH	174,939	54,178	38	0	0	20	686
DU 7WEST	170,920	51,168	33	1	0	20	537
DU 7SOUTH	166,496	50,712	48	0	0	20	868
DU FIRE NORTH	151,614	30,547	47	0	0	20	384
DU ACDC 1	127,348	36,011	46	0	0	20	523
DU DPSO JAIL	121,946	40,723	19	0	0	20	2344
DU FIRE EAST	114,223	20,985	60	0	0	20	328
DU FIRE SOUTH	113,241	23,357	59	1	0	20	357
DU FDACDC1	91,064	16,420	49	6	1	20	214
DU FDACDC2	79,680	16,039	60	0	0	20	194
DU EDU 1	70,398	19,443	61	1	0	20	469

July Issues:

- Number of New Tickets = 8
- Number of Closed Tickets = 10
- Number of Open Tickets = 4



ETSB Other Action Item

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

File #: 23-2990

Agenda Date: 9/11/2023

Agenda #: 5.C.



DU-COMM

DuPage Public Safety Communications
420 N. County Farm Road
Wheaton, IL 60187

Matthew Baarman
Deputy Director
Support Services
mbaarman@ducomm.org
630.260.7514 Direct

Memorandum

TO: Linda Zerwin, ETSB Executive Director
DATE: Thursday, August 31, 2023
FROM: Matthew Baarman, Deputy Director
RE: DEDIRS Maintenance Status Report – August

Starcom System Outages:

Unplanned Work:

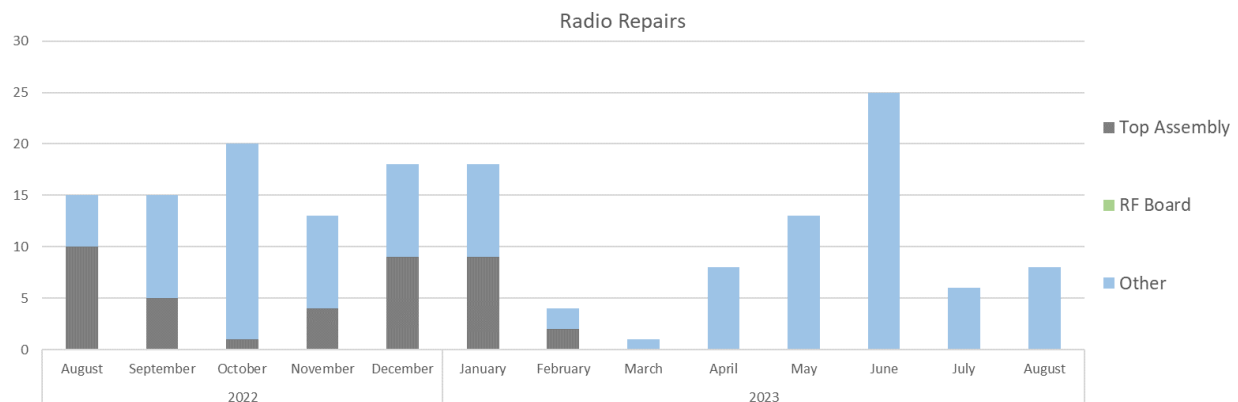
- 08/10/2023 – Monthly core patching occurred but wasn't advertised until after site trunking event occurred.

Planned Work:

- None

Radio Repairs:

Repairs for the last 13 months follow:



A few highlights include:

- 12 RSM replaced
- 9 Fire batteries replaced
- 7 antennas replaced
- 1 fire radio repaired

Project:

Bartlett FPD radios (48 APX7000XE, 4 APX7000, 16 APX7500, and 1 APX8000XE) were updated to communicate with QuadCom agencies. This work included code plug development, firmware updates, and portable radio alignments.

Talkgroup Usage:

The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from August 1, 2023 thru August 30, 2023 follows (all time in seconds):

Talkgroup Alias	Total Group Time	Group Count	Longest Call Time	Group Busy Count	Longest Busy Time	Count of Rejects
DU ACDC 2	298,314	89,608	46	0	0	1,525
DU ACDC 3	268,005	77,437	46	3	0	1,103
DU 3EAST	249,612	76,182	49	0	0	1,859
DU DPSO F1	227,231	63,281	35	0	0	1,048
DU 1EAST	226,275	66,336	38	1	1	1,536
DU 1WEST	217,560	66,621	41	1	0	1,197
DU 3WEST	206,908	63,302	42	0	0	1,183
DU 1SOUTH	193,837	58,326	43	1	0	939
DU 3SOUTH	186,289	57,330	42	0	0	1,029
DU 1NORTH	165,359	51,536	47	0	0	596
DU 7SOUTH	154,296	47,690	30	0	0	677
DU FIRE NORTH	143,638	28,767	42	0	0	323
DU 7WEST	142,791	42,668	31	0	0	382
DU DPSO JAIL	132,609	43,896	23	0	0	2,634
DU ACDC 1	119,529	33,834	37	0	0	440
DU FIRE EAST	97,764	18,000	40	0	0	247
DU FIRE SOUTH	96,748	19,660	30	0	0	261
DU FDACDC1	88,619	15,422	30	4	1	228
DU DPSO COURT	83,415	25,971	41	0	0	1,850
DU EDU 1	74,130	19,806	58	0	0	513

August Issues:

- Number of New Tickets = 7
- Number of Closed Tickets = 7
- Number of Open Tickets = 5



ETSB PAC Resolution

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

File #: ETS-R-0038-23

Agenda Date: 11/6/2023

Agenda #: 7.E.2.

RESOLUTION TO AMEND POLICY 911-005.2: ACCESS TO THE DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIRS)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB shall develop policies in order to plan, implement, upgrade, and maintain the DuPage ETSB 9-1-1 System; and

WHEREAS, the purpose of this resolution is to amend the language of Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS), initially adopted by the DU PAGE ETSB on April 9, 2018; and

WHEREAS, Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) has been reviewed by the DU PAGE ETSB Policy Advisory Committee ("PAC") as Section 5.2.1; and

WHEREAS, the Board members of DU PAGE ETSB have reviewed Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) which allows for access to DEDIRS talk groups as detailed in Attachment A of this resolution.

NOW, THEREFORE BE IT RESOLVED, that the DU PAGE ETSB Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS), be, and it is hereby amended and adopted.

Enacted and approved this 11th day of October, 2023 at Wheaton, Illinois.

GREG SCHWARZE, CHAIRMAN

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

Emergency Telephone System Board Of DuPage County Policy and Procedures



Policy #: 911- 005.2

Previous Policy(s): 8.0.2, 8.0.3, 8.0.4, 8.0.5

Effective Date: May 7, 2013

Revised: September 13, 2023

Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS)

Purpose:

The purpose of this policy is to ensure compliance with State of Illinois STARCOM21 and DEDIRS requirements for use and access of DEDIRS talk groups for the purpose of interoperability for emergency communications.

Additional Authority:

50 ILCS 750 Emergency Telephone System Act

OEX-003B-89 Amending Section 40-20 of the DuPage County Code Pertaining to the Emergency Telephone System Board

Goal:

It is the goal of the Emergency Telephone System Board of DuPage County (DuPage ETSB) to provide one seamless method of interoperable communication for use by agencies on DEDIRS or for non-member agencies.

Scope:

This policy shall apply to all Public Safety Answering Points (PSAPs) in the DuPage ETSB 9-1-1 System, including all Telecommunicators and other employees of the PSAP, user agencies or DuPage ETSB staff, contracted vendors or other authorized agents, DEDIRS users and agencies receiving approval to access DEDIRS talk groups.

I. Policy Statement

DuPage ETSB leases a portion of the Motorola Solutions, Inc. STARCOM21 network in Illinois as an integrated component of its emergency dispatch telephone system. The system permits communication between telecommunicators and the first responding personnel they dispatch in response to calls placed to 9-1-1. The system also permits personnel from public safety agencies throughout the County to communicate with each other during emergency joint response situations.

InterOp Talk groups

DEDIR System will maintain eight (8) multi-use talk groups for the purpose of interoperability with outside agencies who meet the access requirements, herein referred to as "InterOp Talk Groups. The first seven InterOp talk groups will be labeled InterOp 1 through 7 for operational use. The eighth talk group will be labeled DUCALL. This talk group will be monitored by the PSAPs for radio traffic from adjacent agencies requesting access to DEDIR System. Outside agencies will also be provided 10-digit dial telephone numbers for the PSAPs as a secondary form of communication. DUCALL will also be used as a point-to-point channel between DEDIR System and non-DEDIR System PSAPs.

Emergency Telephone System Board Of DuPage County Policy and Procedures



The Interop Talk Groups will be patched by PSAP Telecommunicators during an event in which interoperability is required. Once the event is completed, the patch will be disabled by the PSAP Telecommunicator.

Any agency that has been granted access to main channel talk groups in applications prior to the most recent reprogramming of subscriber units shall be asked to reprogram their subscriber units to the Interop Talk Groups at their next reprogramming or within a year of notice, whichever occurs first. If an agency is unable to meet this request, they should seek an extension from the PAC in writing, no later than ninety (90) days prior to the year deadline. Notice shall be in the form of a certified letter to the agency head. Notification shall not be given until a satisfactory test period has been completed.

II. Application Procedure

Any agency that determines it has a need to communicate with an existing DEDIRS member for public safety purposes may apply to DuPage ETSB for use of Interop Talk Groups 1-7. DUCALL will be a "hailing talk group" that will be monitored by ACDC and DU-COMM for requests for interoperability.

Interop talk groups ??? will be AES encrypted and InterOp talk Groups ??? will be clear for the purposes of interoperability with requesting agencies that do not have AES encryption.

Special Use:

DuPage ETSB will consider applications for specific operational talk groups on a case-by-case basis for adjacent agencies that are non-DEDIRS Members that have daily operational assignments with DEDIRS users (mutual aid, auto aide, task force assignments etc.).

Existing Non-Member users who wish to have access to a main talk group for purposes of communication may continue to have access to that talk group unless that permission is revoked by the ETSB when access to the Interop Talk Groups established or access to the main talk groups is proven unnecessary for daily operational needs.

Applicant Responsibilities

Application: The applicant must make application to the ETSB and supply the following documents with the application:

1. A completed DuPage ETSB DEDIRS Access Application, including the confidentiality agreement;
2. A brief cover letter/email explaining the need for interoperability. If requesting additional talk groups, provide an explanation as to the need and type of anticipated use (daily, mutual aid, auto aid, task force etc.) and any other pertinent information including which DEDIRS members the requestor will mostly likely communicate;
3. A sponsoring letter from a DEDIR System agency;
4. A completed and executed DuPage Emergency Dispatch Interoperable Radio System Access Talk Group Agreement;
5. Proof of STARCOM21 Membership.

Emergency Telephone System Board Of DuPage County Policy and Procedures



6. The ETSB and DEDIR System sponsoring agency will ensure that the applicant has access to DEDIRS rules and policies and completes relevant DEDIRS training.

The Applicant understands and accepts that any fees or cost incurred will be the responsibility of the Applicant.

The Applicant will agree to provide access to STARCOM21 talk groups to DEDIRS members which they currently have direct access for the purpose of interoperability for mutual aid and emergency communications and according to their own policies. Such access will be reviewed by the PAC for use and distribution.

The rights of the Applicant and the ability to utilize the DEDIRS system will rest with the Applicant and DuPage ETSB and is neither transferable nor can it be expanded upon without a written modification request to the Policy Advisory Committee (PAC).

The Applicant will have authority to program only the approved talk groups on its own subscriber units. The Applicant may not program any other DEDIRS member subscriber units owned by DuPage ETSB. The Applicant may not program any other STARCOM21 user subscriber unit with DEDIRS talk groups unless a contractual arrangement is in place between the Applicant and the third party and the third party has DuPage ETSB permission to use certain talk groups.

The Applicant will train their agency members on any ETSB policies pertinent to access of use of DEDIR System.

Application Modification: If an Applicant acquires additional subscriber units and desires interoperability for the new units, the Applicant must request authorization to expand the number of subscriber units utilizing the Interop Talk Groups beyond its initial application. An approved application is not blanket permission for any Applicant which may expand its own fleet in the future. If additional subscriber units are added without prior approval, DuPage ETSB has the right to disable the unit.

An application modification must be submitted to PAC. The PAC shall have the authority to allow additional units without bringing the modification to the ETS Board so long as the additions do not impact DEDIRS functionality. The Applicant should submit a Form A and check modification.

Each Applicant will be responsible for those fees incurred on its behalf. All subscriber fees charged by Motorola for an Applicant's radio maintenance or operations are the responsibility of the Applicant. The PAC, DuPage ETSB or any of its member agencies are not responsible for any equipment or losses directly or indirectly associated with this system or agreement.

DuPage ETSB Responsibilities

Before an Applicant is approved for use of any DEDIRS talk groups, all member police and fire agencies shall be notified with a fourteen (14) day notification window. The process of notification will be outlined below.

Emergency Telephone System Board Of DuPage County Policy and Procedures



Only subscriber units and accessories which the ETSB has previously authorized for such use on the DEDIRS may be utilized on the system. Those subscriber units or accessories or information may be obtained from the ETSB or from an ETSB authorized radio vendor.

The ETSB or its authorized vendor shall provide the hexadecimal ID and program all subscriber units which operate on the DEDIRS. The public safety agency shall supply the serial number, radio identification number, and STARCOM21 identifier to the ETSB prior to the radio becoming operational on DEDIR System.

DuPage ETSB and/or Motorola may disable a subscriber unit or units at any time with or without notice to the requesting agency. DuPage ETSB may disable any subscriber unit or units which adversely impact the performance of the DEDIRS or suspend or revoke the agreement with the Applicant if, in DuPage ETSB's opinion, the Applicant's continued usage on DEDIRS adversely impacts the system or safety of the public safety personnel.

Application Process: The application shall be processed as follows:

- The application, cover letter explaining the request, DEDIR System sponsor letter, and proof of STARCOM21 membership shall be submitted to DuPage ETSB ETSB911@dupageco.org.
- DuPage ETSB shall review the application with the ETSB-approved radio vendor to assess the type of equipment the Applicant proposes to use with DEDIRS, its load potential on the system and other technical items associated with the application, including the code plug development. The approved vendor will provide a recommendation whether to approve or deny the application based solely on operational issues. If the vendor believes that the application should be denied, the vendor shall provide a brief written explanation for PAC and ETS Board consideration.
- DuPage ETSB staff will provide copies of the application to the PSAP Directors. The date that the application is distributed to the PSAPs will start the fourteen (14) day notification window for member review.
- The PSAP Directors will advise their member agencies of the application request. This can be accomplished through their own internal operational process for disseminating information to their agencies (email, committee meetings etc.). PSAPs are encouraged to bring this information through internal committees to promote discussion and consensus.
- The PSAP Directors will advise DuPage ETSB staff via email if there are no objections or of any objections to the application or recommendations within fourteen (14) days of receipt of the application. The objection must be filed in writing by return receipt email to ETSB911@dupageco.org within the allotted fourteen (14) calendar days. A nonresponse shall be deemed an affirmation of the application.
- DuPage ETSB staff shall prepare the application paperwork for the next PAC and ETS Board agendas.

The PAC shall review any application for access. During that review process the PAC shall:

- Ensure that all associated paperwork is complete;
- Shall hear a report from DuPage ETSB staff and maintainer on the status of the fourteen (14) day notification, approvals/objections/recommendations from members and vendor

Emergency Telephone System Board Of DuPage County Policy and Procedures



- recommendations for the application;
- Shall discuss the application and vote to make a recommendation to the ETS Board to either approve or deny the application and forward the application and recommendation to the ETS Board for its next regular meeting.

In the event the PAC denies the application, the application and brief written explanation by the PAC Chairman, or his designee, shall be forwarded to the ETS Board for their information and discussion. In the event the PAC cannot reach a consensus vote, that fact shall be reported to the ETS Board in writing for their information and discussion.

III. Implementation

The Applicant will be notified of the DuPage ETSB decision. If approved, the Applicant may then proceed to program its subscriber units with Access Talk Groups and access to other talk groups, as specified by the ETSB.

Executive Director Zerwin is authorized to make amendments to the Access Application and Confidentiality Agreement so long as the amendments do not alter the substance of the attached Agreement.

Policy adopted: _____

Greg Schwarze, Chairman



DuPage ETSB DEDIRS Access Application

AGENCY INFORMATION	
Type of Application:	<input type="checkbox"/> New <input type="checkbox"/> Modification
NAME OF AGENCY:	
POINT OF CONTACT:	
BUSINESS ADDRESS	
EMAIL ADDRESS:	
BUSINESS TELEPHONE:	
MOBILE TELEPHONE:	

APPLICATION INFORMATION		
Please complete the following information	YES	NO
The Applicant is a unit of local government		
If no, explain: (use a separate sheet if necessary)		
The Applicant is requesting access to DEDIRS for certified sworn police personnel or certified fire service personnel or community service officers.		
The Applicant is requesting monitoring capabilities only		
The Applicant is a member of STARCOM21		
The Applicant understands and accepts that any fees or cost incurred for programming will be the responsibility of the Applicant.		

Applicant Equipment Information	
The total number of portable radios (portable and mobile) covered under this request is:	
The total number of radios which will be affiliated during any daily operational shift is:	
Do the portable radios have encryption: <input type="checkbox"/> No <input type="checkbox"/> AES encryption	
Type of radios to be programmed with a DEDIRS talk group:	
The Applicant is requesting use of: <input type="checkbox"/> InterOp Groups 1-8, <input type="checkbox"/> Any additional talk groups. List on a separate sheet include an explanation as to the need (ie: daily mutual aid etc.)	

Committee/ETS Board Review Process Checklist:

Applicant has submitted proper paperwork	<input type="checkbox"/> Yes <input type="checkbox"/> No
Vendor Technical Review of Application Complete	
14 Day Notice to Members via PSAPs is complete	<input type="checkbox"/> Yes <input type="checkbox"/> No
Posted on Committee Agenda Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Vote of Committee: Ayes _____ Opposed _____ Abstain _____ Absent _____	Approved
Action or Direction Based on Vote: [ie TOT ETSB, request additional information, denied]	<input type="checkbox"/> Yes <input type="checkbox"/> No
Posted on ETSB Agenda Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Vote of ETSB Board: Ayes _____ Opposed _____ Abstain _____ Absent _____ Resolution No: _____	Approved
	<input type="checkbox"/> Yes <input type="checkbox"/> No



DuPage ETSB DEDIRS Access Application

DUPAGE ETSB
CONFIDENTIALITY AGREEMENT FOR USE ON
DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIR SYSTEM)
ON STARCOM 21

As the authorized agent of this agency, I certify that any members of the applicant agency have been:

1. Understand the confidentiality of information that they may learn or have access to over encrypted talk groups of the DEDIR System which is of personal, safety-sensitive or otherwise confidential in nature. Such information includes, but is not limited to incident report information, NCIC/LEADS information, Computer Aided Dispatch/RMS information, and other law enforcement or police related information.
2. Trained that the restrictions of the Confidentiality Agreement regarding disclosure and use of information gained using the DEDIR System shall continue to apply after termination of this relationship with the DEDIR System.
3. Understand that they are prohibited from using any of this information for personal use or benefit or for any other non-Police/public safety business related purposes.
4. Understand that the failure to comply with the confidentiality requirement set forth in this Confidentiality Agreement is actionable, up to and including termination of access to encrypted talk groups.

I have read and understand the access agreement and attest that the members of this agency have been trained and understand they must comply with it in every respect. A list of employees who are party to this agreement is attached to this application.

Dated this _____ day of _____, 20_____

Signature

Printed Full Name

Agency



ETSB PAC Resolution

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

File #: ETS-R-0045-23

Agenda Date: 9/13/2023

Agenda #: 7.E.1.

RESOLUTION TO AMEND POLICY 911-005.10: METROPOLITAN EMERGENCY RESPONSE AND INVESTIGATION TEAM DESIGNATED TALK GROUPS

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB shall develop policies in order to plan, implement, upgrade, and maintain the DuPage ETSB 9-1-1 System; and

WHEREAS, the purpose of this resolution is to amend the language of Policy 911-005.10: Metropolitan Emergency Response and Investigation Team Designated Talk Groups, initially adopted by the DU PAGE ETSB on March 10, 2020; and

WHEREAS, Policy 911-005.10: Metropolitan Emergency Response and Investigation Team Designated Talk Groups has been reviewed by the DU PAGE ETSB Policy Advisory Committee ("PAC") as Section 5.2.1; and

WHEREAS, the Board members of DU PAGE ETSB have reviewed Policy 911-005.10: Metropolitan Emergency Response and Investigation Team Designated Talk Groups to provide interoperability for emergency communications on DEDIRS.

NOW, THEREFORE BE IT RESOLVED, that the DU PAGE ETSB Policy 911-005.10: Metropolitan Emergency Response and Investigation Team Designated Talk Groups, be, and it is hereby amended and adopted.

Enacted and approved this 13th day of September, 2023 at Wheaton, Illinois.

GREG SCHWARZE, CHAIRMAN

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

Emergency Telephone System Board Of DuPage County Policy and Procedures



Policy #: 911-005.10
Previous Policy(s): New
Effective Date: March 10, 2020
Revised: September 13, 2023

METROPOLITAN EMERGENCY RESPONSE AND INVESTIGATION TEAM DESIGNATED TALK GROUPS

Purpose:

The purpose of this policy is to ensure compliance with State of Illinois STARCOM21 and DEDIRS requirements for use and access of DEDIRS talk groups for the purpose of interoperability for emergency communications.

Additional Authority:

50 ILCS 750 Emergency Telephone System Act
50 ILCS 751 Wireless Emergency Telephone Safety Act
83 Illinois Administrative Code Part 725
83 Illinois Administrative Code Part 1325.415(m)
OEX-003B-89 Amending Section 40-20 of the DuPage County Code Pertaining to the Emergency Telephone System Board

Goal:

It is the goal of the Emergency Telephone System Board of DuPage County (DuPage ETSB) to provide one seamless method of interoperable communication for use by agencies on DEDIRS for non-member agencies.

Scope:

This policy shall apply to all Public Safety Answering Points (PSAPs) in the DuPage ETSB 9-1-1 System, including all Telecommunicators and other employees of the PSAP, user agencies or DuPage ETSB staff, contracted vendors or other authorized agents, and DEDIRS users and agencies receiving approval to access DEDIRS talk groups.

I. Policy Statement

DuPage ETSB leases a portion of the Motorola Solutions, Inc. STARCOM21 network in Illinois as an integrated component of its emergency dispatch telephone system. The system permits communication between telecommunications and the first responding personnel they dispatch in response to calls placed to 9-1-1. The system also permits personnel from public safety agencies throughout the County to communicate with each other during emergency joint response situations.

DuPage County law enforcement agencies, through their respective governments, have created the Metropolitan Emergency Response and Investigation Team ("MERIT"). MERIT was formed as a cooperative law enforcement group through intergovernmental agreement. MERIT has three sections: Tactical OPS, Special OPS, and Investigative Ops.

Emergency Telephone System Board Of DuPage County Policy and Procedures



II. MERIT Talk Groups

To facilitate the specific workflow of the three sections of MERIT, effective immediately, DuPage County Task Force talk Groups 1-5 (DCTF 1-5) will be used for MERIT and SAO OPs only. Any MERIT member assigned to one of its teams may utilize a DCTF talk group as assigned according to MERIT policy.

- DCTF 1-2 used for SWAT/CNT
- DCTF 3-4 used for Surveillance and Investigations (MERIT/SAO)
- DCTF 5 used for Emergency Operations

Agency Local Talk Group(s): MERIT Major Crash Reconstruction Team (MCRT) members to use requesting agency's local talk group on call out. This is a low priority channel and suitable for reconstruction radio traffic that is localized to a specific area.

Interop 1-8 for non-DEDIRS agencies will allow participants to be patched to other talks groups (such as local) as needed.

TAC 1-15 Access for non-DEDIRS agencies in the event ongoing operations are already in progress.

MERIT designated talk groups should not be monitored by non-MERIT DEDIRS members or MERIT team members when not assigned to a MERIT task.

III. Assignment of Talk Groups and Permission

a. Access:

i. MERIT Members who are DEDIRS Members:

1. MERIT DEDIRS member police agency personnel shall have access to MERIT encrypted talk groups.
2. MERIT DEDIRS member fire agencies personnel assigned to MERIT shall have access to MERIT encrypted talk groups.

ii. MERIT Members who are Non-DEDIRS Members

1. Only police and fire personnel assigned to MERIT shall have access to MERIT talk groups.

b. MERIT shall have the sole authority to approve non-DEDIRS members for access to its talk groups, so long as the grade of service is not impacted by the addition of a new member. Upon approval of this policy, any new members approved by MERIT according to their policy shall be provided access to the DCTF talk groups upon written notification to DuPage ETSB. DuPage ETSB agrees to inform MERIT if the grade of service level approaches capacity as soon as it is known.

c. MERIT shall have the sole authority to remove non-DEDIRS members from access to its talk groups. Upon approval of this policy, any new members approved by MERIT according to their policy shall be provided access to the DCTF talk groups upon written notification to DuPage ETSB.

- i. ETSB shall deny access to any non-MERIT talk groups provided to a removed MERIT user/portable radio unless that user or portable has permission for the use of DEDIRS talk groups separate and apart from their MERIT affiliation pursuant to ETSB Policy 911-005.2: Access to DEDIRS.

Emergency Telephone System Board
Of DuPage County
Policy and Procedures



- IV. Illinois Terrorism Task Force Talk Groups (ITTF)
Assigned ITTF talk groups, specifically 4a and 4b, shall not be utilized by MERIT for any radio activity as defined by their charter. These talk groups have a specific purpose in the Illinois Tactical plan. These talk groups are not encrypted and could pose a risk to sensitive MERIT operations.

Policy adopted: _____

Greg Schwarze, Chairman

DRAFT