



DU PAGE COUNTY

ETSB - Emergency Telephone System Board

Final Summary

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

Wednesday, May 10, 2023

9:00 AM

Room 3500B

1. CALL TO ORDER

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

2. ROLL CALL

ETSB STAFF:

Linda Zerwin

Matt Theusch

Eve Kraus

Kris Cieplinski (Remote)

Brian Kopas (Remote)

COUNTY CLERK:

Adam Johnson, Chief Deputy Clerk

STATE'S ATTORNEY:

Mark Winistorfer

ATTENDEES:

Chris Clark, Glen Ellyn Fire

Andy Dina, Warrenville Fire

Don Ehrenhaft, County IT

Bill Hayden, Addison PD

Marilu Hernandez, ACDC

Nick Kottmeyer, County Board Office

Sheryl Markay, County Board Office

Anthony McPhearson, County CIO

Chad Pierce, County Clerk Office

Jessica Robb, DU-COMM

Patrick Tanner, West Chicago Fire

Matt Baarman, DU-COMM (Remote)

Kurt Bluder, Hinsdale High School District 86 (Remote)

Joe Breinig, DMMC (Remote)

Todd Carlson, Hanover Park PD (Remote)

Steve Demas, Lisle-Woodridge Fire (Remote)

Kevin Dempsey, ACDC (Remote)

Richard Dufort, Elmhurst Fire (Remote)

Bret Mowery, York Center Fire (Remote)

Bob Murr, College of DuPage (Remote)
Nicole Lamela, DU-COMM (Remote)
Steve Rauter, Citizen (Remote)
Richard Sanborn, Jr., York Center Fire (Remote)
Observer (Remote)

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

PRESENT	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Schar, Srejma, Swanson, and Tillman
REMOTE	Yoo

MOTION TO ALLOW REMOTE PARTICIPATION

Chairman Schwarze called the meeting to order with a request that was made to allow remote participation for Member Yoo. Under Section 7a of the Open Meetings Act, If a quorum of the members of the public body is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means if the member is prevented from physically attending because of: (I) personal illness or disability; (ii) employment purposes or the business of the public body; or (iii) a family or other emergency. A motion was made by Member Tillman, seconded by Member Kramer to allow Member Yoo to remotely participate via Zoom. On voice vote, motion carried.

3. PUBLIC COMMENT

There was no public comment.

4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE

There were no remarks from Chairman Schwarze.

5. MEMBERS' REMARKS

There were no Members' remarks.

6. CONSENT AGENDA

Chairman Schwarze asked for a motion to combine Consent Agenda Items A/Monthly Staff Report; B/Revenue Report for the May 10, 2023 meeting; C/Minutes approval for PAC for April 3, 2023; D/ Minutes approval for ETSB for April 12. Vice Chair Franz motioned, seconded by Member Tillman. 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 May 10, 2023 meeting; C/Minutes approval for PAC for April 3, 2023; D/ Minutes approval for ETSB for April 12. Member Guttman motioned, seconded by Member Srejma. On voice vote, all "Ayes", motion carried.

6.A. Monthly Staff Report

[23-1665](#)

Monthly Report for April 12 Regular Meeting

Attachments: [May 2023 Meeting Monthly Report revised.pdf](#)

6.B. Revenue Report 911 Surcharge Funds

[23-1666](#)

ETSB Revenue Report for May 10 Regular Meeting for Fund 5820/Equalization

Attachments: [Revenue Report Regular Meeting 5.10.23.pdf](#)

6.C. Minutes Approval Policy Advisory Committee

[23-1613](#)

ETSB PAC Minutes - Regular Meeting - Monday, April 3, 2023

Attachments: [2023-04-03 PAC Minutes Summary.pdf](#)

6.D. Minutes Approval ETS Board

[23-1656](#)

ETSB Minutes - Regular Meeting - Wednesday, May 10, 2023

Attachments: [2023-04-12 ETSB Minutes Summary.pdf](#)

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Michael Guttman
SECONDER:	William Srejma
AYES:	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Schar, Srejma, Swanson, Tillman, and Yoo

7. VOTE REQUIRED BY ETS BOARD

7.A. Resolutions

7.A.1. [ETS-R-0026-23](#)

Resolution authorizing the hiring of an ETSB Data Analyst. (Starting salary: \$74,000.00)

Ms. Zerwin said the position is pending completion of the background check. Once completed, there could be a start date of May 31.

RESULT:	APPROVED
MOVER:	Michael Tillman
SECONDER:	William Srejma

7.A.2. [ETS-R-0027-23](#)

Resolution declaring equipment, inventory, and/or property on Exhibit A, purchased by the Emergency Telephone System Board of DuPage County as surplus equipment.

Attachments: [DEDIRS Surplus Attachment A 5.10.23.pdf](#)
 [Wyoming Community FPD Letter of Intent_Redacted.pdf](#)

RESULT:	APPROVED
MOVER:	Joseph Maranowicz
SECONDER:	Erik Kramer
AYES:	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Schar, Srejma, Swanson, Tillman, and Yoo

7.A.3. [ETS-R-0028-23](#)

Resolution approving the sale of surplus items from the County of DuPage on behalf of the Emergency Telephone System Board of DuPage County to the Wyoming Community Fire Protection District.

Attachments: [Wyoming Community FPD Sales Agreement_Redacted.pdf](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Tillman
SECONDER:	Michael Guttman
AYES:	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Schar, Srejma, Swanson, Tillman, and Yoo

7.A.4. [ETS-R-0015-23](#)

Resolution to amend Policy 911-005.8: DEDIR System Subscriber Unit Requirements. Recommendation to amend and approve Policy Advisory Committee VOTE (to approve): 6 Ayes, 0 Nays.

Attachments: [Policy 911-005.8 DEDIR System Subscriber Unit Requirements draft 5.10.23.pdf](#)

RESULT:	APPROVED
MOVER:	Michael Tillman
SECONDER:	Erik Kramer

7.A.5. [ETS-R-0029-23](#)

Resolution to adopt Policy 911-026: Computer Aided Dispatch Interface Funds.

Attachments: [Policy 911-026 CAD Interface Funding draft.pdf](#)
[Interface Memorandum of Understanding May 10 2023 draft.pdf](#)

RESULT:	APPROVED
MOVER:	Eric Swanson
SECONDER:	Michael Guttman

7.B. **Purchase Resolutions**

7.B.1. [ETS-R-0030-23](#)

Awarding resolution to Intergraph Corporation, d.b.a. Hexagon Safety & Infrastructure, a Delaware Corporation, PO 923011 for blanket purchase order for (Total amount: \$150,000.00) the development and maintenance of the "Edge Frontier (Xalt Interface)" to facilitate assistance to user agencies.

Member Kramer asked if this item was related to software discussed at the last Fire Standardization meeting, another software utilizing Tablet Command. Ms. Zerwin responded yes, the previous agenda item was a policy regarding the interfaces of which ETSB has started to see more requests. She said ETSB is looking to find a better way to have interfaces approved. The process of receiving a proposal from Hexagon is 60-90 days for agencies to see the costs and then to make a decision. This purchase order would set aside the funds which would be reimbursed by agencies. She said, a payment plan could be offered to the agencies to allow time if more than one fiscal year is needed to plan for the interface. Ms. Zerwin said there are 3-4 requests outstanding now and Tech Focus Group unanimously agreed they do not want tech directly connected into the production side of the CAD 9-1-1 System.

Vice Chair Franz left the room at 9:06am.

Member Kramer had only heard one agency was currently interested and asked if they would be on the hook for the entire \$150,000 or if another agency down the road wants to buy in, how would that work. Member Kramer also inquired if other interface requests could utilize the same EdgeFrontier software or is it \$150,000 every time. Ms. Zerwin replied the \$150,000 was a benchmark, most interface costs are coming in around \$30,000. She said there are three requests which brings the cost to approximately \$90,000 and leaves room for a potential future interface.

Vice Chair Franz re-entered the meeting at 9:08am.

Ms. Zerwin continued saying in the past, with systems such as Fire Station Alerting, or purchasing additional radios, the output costs were known for each agency. Using FUSUS as an example, Ms. Zerwin stated a few outstanding questions of how the initial

payment and reimbursement might look. She said these questions would be up for discussion with the Auditor's Office and State's Attorney's Office.

Member Guttman asked how much staff time is tied up into the individual asks and is it enough they should be looking to re-coop those costs from the agencies. Ms. Zerwin said that part of the reason the recommendation is for Hexagon to develop the interfaces is exactly to Member Guttman's question. All personnel costs are paid by surcharge and these are interfaces that do not qualify for 9-1-1 surcharge.

Vice Chair Franz left the meeting at 9:09am.

Ms. Zerwin said that service tickets could still be monitored by staff to reset a service, if needed, but this would allow support for their interface separate from 9-1-1 surcharge. She deferred to Mr. Theusch for the amount of time spent on tech review. Mr. Theusch said a significant amount of time is spent internally looking at what makes the most sense for the system. He said going forward he believed it would be less taxing once a game plan is in place. Mr. Theusch said collectively, there is approximately 4-5 hours into this interface. Member Guttman said it should be reviewed if it becomes more burdensome over time.

Member Kramer asked if each interface is \$30,000, so if they were to ask for an RMS interface, it would be an additional \$30,000 or per agency. Ms. Zerwin said the initial creation of the interface would be \$30,000, as the first instance per the Hexagon contract, and the add-ons would depend on the complexity of the interface. Ms. Zerwin said a generic interface was being discussed with Hexagon because cost is an issue.

Member Yoo said she was only aware of interface requests from Oak Brook and Oakbrook Terrace and asked who was the third. Mr. Theusch answered First Arriving was a request from Villa Park. Ms. Zerwin said that information may have been in a memo.

Vice Chair Franz re-entered the meeting at 9:12am.

Member Tillman asked, using FUSUS and Oak Brook as his example, that if Oak Brook paid the entire initial costs and an agency wanted to come in, would Oak Brook be reimbursed a proportionate cost from that agency. Ms. Zerwin answered she does not know how that would be worked out or if the County and ETSB would reach a point where the agencies would work it out internally. She said ETSB facilitates as much for the agencies as can be, but how payment/reimbursement will work will be an interesting question.

Member Kramer asked if there is an annual or one-time maintenance fee. Ms. Zerwin replied there is an annual maintenance fee which runs around \$2,500-3,000 depending on the interface.

There were no further questions. On voice vote, motion passed unanimously.

Attachments: [Hexagon 923011 Checklist.pdf](#)
 [Hexagon 923011 Requisition.pdf](#)
 [Hexagon 923011 Sole Source_Redacted.pdf](#)
 [Quote# 2023-50809 - Ancillary Development Services and
Software - DuPage IL.pdf](#)

RESULT:	APPROVED
MOVER:	David Schar
SECONDER:	Eric Swanson

7.B.2. [**ETS-R-0023-23**](#)

Awarding resolution to Insight Public Sector PO 923010 to provide 500 GTS H7038IS-LI portable APX7000XE radio batteries arising from Bid 23-052-ETSB. (Total amount: \$66,330.00)

Ms. Zerwin commented that given the length of time it has taken to deploy the fire radios and that batteries for the current radios are becoming available again, this purchase is to bridge that gap. She said the Fire Focus Group is looking at NFPA standards and there are agencies that have been struggling with batteries. Ms. Zerwin said any extras could be sold off with the re-sale of the radios to re-coop costs.

Attachments: [Insight 923010 23-052-ETSB Checklist.pdf](#)
 [Insight 923010 23-052-ETSB Requisition.pdf](#)
 [PORTABLE RADIO BATTERIES 23-052-ETSB BID
TAB.pdf](#)
 [Quotation #0226154835 - DuPage County.PDF](#)
 [PORTABLE RADIO BATTERIES
23-052-ETSB_Redacted.pdf](#)

RESULT:	APPROVED
MOVER:	Michael Guttman
SECONDER:	David Schar

7.C. **Budget Transfers**

7.C.1. [**ETS-R-0025-23**](#)

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-53828 (Contingencies) to 4000-5820-52250 (Auto/Machinery Equip/Parts) for APX7000XE batteries per Bid 23-052-ETSB. (Total budget transfer: \$70,000)

Attachments: [BT 53828 to 52250 Batteries.pdf](#)

RESULT:	APPROVED
MOVER:	David Schar
SECONDER:	Eric Swanson
AYES:	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Schar, Srejma, Swanson, Tillman, and Yoo

7.C.2. [ETS-R-0024-23](#)

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-53828 (Contingencies) to 4000-5820-53808 (Statutory & Fiscal Charges) for management fees associated with ETSB investment accounts made through the DuPage County Treasurer's Office. (Total budget transfer: \$4,243)

Attachments: [BT 53828 to 53808 Investments.pdf](#)

RESULT:	APPROVED
MOVER:	Joseph Maranowicz
SECONDER:	Erik Kramer

7.D. **Payment of Claims**

[23-1770](#)

Payment of Claims for May 10, 2023 for FY23 - Total for 4000-5820 (Equalization): \$341,232.79. Total for inter-department transfer for 4000-5820 (Equalization): \$4,242.89.

Attachments: [Payment of Claims 5.10.23 FY23.pdf](#)

RESULT:	APPROVED
MOVER:	Michael Tillman
SECONDER:	Michael Guttman

7.E. **Travel and Training**

[23-1776](#)

Six (6) attendees from the ACDC PSAP to attend the NENA Conference in Grapevine, TX on June 18-21. This is a request to adjust the dates of travel; no monetary changes are needed to the total amount previously approved.

Chairman Schwarze said the Board would skip Agenda Item 8 for the moment and hear from PAC Chairman Hayden and Vice Chair Dina on Agenda Item 9: DEDIRS Portable and Mobile Radio Replacement.

Attachments: [Travel Request NENA.pdf](#)

RESULT:	APPROVED
MOVER:	Michael Tillman
SECONDER:	David Schar

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

Ms. Zerwin said the only thing she had to report which was not in the monthly report was there was an initial meeting for the Customer Premise Equipment (CPE), the call handling equipment that would be divided between ACDC and DU-COMM. The PSAPs were involved in the meeting and that project is moving forward.

Vice Chair Franz asked if there was a schedule of how quickly that might be completed. Ms. Zerwin replied that schedule is being worked through now. There are two upcoming dates, once for each PSAP to meet with Motorola and AT&T to go over next steps and the configuration plan. Ms. Zerwin said this ties into Text to 9-1-1 and the State ESInet and the State's goal is to have everyone on the new network by the end of the year.

There were no further questions. The Board moved on to Agenda Item 10: Old Business.

9. DEDIRS PORTABLE AND MOBILE RADIO REPLACEMENT

PAC Chairman Hayden said he had nothing to report on the law enforcement side, that everything was still going well.

PAC Vice Chair Dina said there was good news, twelve new fire radios were programmed, distributed for testing, and working well. He said there are challenges being worked through dealing with the NFPA 1802 standard. One of those is a hazard zone requirement in which if the radio is turned off then on again, it reverts back to the hazard zone at 75% volume. It is not something that can be changed, so the Fire Focus Group is working with Motorola and the members of the NFPA committee to ensure that everybody is interpreting that standard correctly. Vice Chair Dina said Addison used the fire radios at live training yesterday and that he would be using them at his live fire training that night. He reported the radios are working well. There is a list of approximately twelve questions/concerns for the Motorola Project Manager but nothing that cannot be worked through. Vice Chair Dina provided an update of the status of the template meetings and the timeline.

Vice Chair Franz inquired into whether the radios would be rolled out a few agencies at a time. PAC Vice Chair Dina reviewed the plan in place of the rollout with the first three zones, PSAP training on the consoles, and removal of the first three zones in the new template. Each agency would then be given two radios to ensure the template is correct and the radios are functioning properly and once they respond, yes, the remaining radios would be distributed with each responding agency. Member Eckhoff asked when the radios would be fully implemented. Vice

Chair Dina replied, it may be an aggressive schedule but they are hoping for summer.

Chairman Schwarze inquired into the list of minor issues and asked if they are being shared with Motorola as they come up or at a future date. Vice Chair Dina said the Motorola System Manager is present at each Focus Group template meeting. Chairman Schwarze said thank you. There were no further questions.

The Board then went back to Agenda Item 8: DuPage ETSB 9-1-1 System Design.

10. OLD BUSINESS

Vice Chair Franz left the meeting at 9:23am.

Chairman Schwarze said there were questions regarding the consolidation policy. He said the Assistant State's Attorney's opinion was emailed to the Board this past week. When asked by Chairman Schwarze, ASA Winistorfer said he would be happy to answer any questions, to which there were none.

There was no other old business.

11. NEW BUSINESS

Member Guttman asked that ETSB goals be on a future agenda for discussion. Chairman Schwarze concurred.

12. EXECUTIVE SESSION

There was no Executive Session.

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

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

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

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

13. MATTERS REFERRED FROM EXECUTIVE SESSION

14. ADJOURNMENT

14.A. Next Meeting: Wednesday, June 14 at 9:00am in 3-500B

Chairman Schwarze asked for a motion to adjourn. Member Guttman moved, seconded by Member Tillman. The meeting of the ETSB was adjourned at 9:24am.

Respectfully submitted,

Jean Kaczmarek