COUNTY OF OUR PAGE

DU PAGE COUNTY

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

ETSB - Emergency Telephone System Board

Final Summary

Wednesday, November 8, 2023

9:00 AM

Room 3500B

1. CALL TO ORDER

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

2. ROLL CALL

ETSB STAFF:

Linda Zerwin

Matt Theusch

Gregg Taormina

Eve Kraus

Prithvi Bhatt (Remote)

COUNTY CLERK:

Adam Johnson, Chief Deputy Clerk

STATE'S ATTORNEY:

Mark Winistorfer

ATTENDEES:

Andy Dina, Warrenville Fire

Mike Sampey, Village of Addison

Jessica Robb, DU-COMM

Roy Selvik, Addison PD

Pat Tanner, West Chicago Fire

Matt Baarman, DU-COMM (Remote)

Kimberly Blair, DMMC (Remote)

Rich Cassady, Glenside Fire (Remote)

Jason Day, West Chicago Fire (Remote)

Steve Demas, Lisle-Woodridge Fire (Remote)

Cathy Juricic-Easly, Alliant Insurance Services (Remote)

Melanie Koga, County Finance (Remote)

Nick Kottmeyer, County Board Office (Remote)

Bret Mowery, York Center Fire (Remote)

Jason Norton, Darien PD (Remote)

Pat Johl, Wood Dale Fire (Remote)

Wendy Teller, Alliant Insurance Services (Remote)

Observer (Remote)

On roll call, Members Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz (Remote), Rauter (Remote), Schar, Srejma, Swanson, Tillman were present. Member Yoo (9:09am) was

not present.

Chairman Schwarze said there was a request that was made to allow remote participation for Members Maranowicz and Rauter. 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 Vice Chair Franz, seconded by Member Guttman to allow Members Maranowicz and Rauter to remotely participate via Zoom. On voice vote, motion carried.

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

3. PUBLIC COMMENT

There was no public comment.

4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE

Chairman Schwarze recognized staff at ACDC for their service as noted in the monthly report. On November 1, Larry Nowak, Senior Regional Coordinator, LE Division of 3SI presented Challenge Coins as a thank to Police and Telecommunicators who were involved in the armed robbery at Verizon this past September. With the assistance of 911 Telecommunicators and 3SI technology, detectives and patrol officers were able to apprehend the offenders. The ACDC Telecommunicators involved were: Wojeciech Mardula, Taylor Hawkins, Amy Lettenberger, Ben Koechling, Chrisopher Mahn and Maggie Check.

Chairman Schwarze then presented ETSB Operations Administrator Eve Kraus with a 10-years of service to DuPage County anniversary award.

5. MEMBERS' REMARKS

There were no Members' remarks.

6. CONSENT AGENDA

Member Schwarze said that Agenda Item 6D1 would be voted on separately from the rest of the Consent Agenda as Member Guttman had requested the minutes from the Special Call meeting of the ETS Board on October 11 be amended. Agenda Item 6D1 was taken before the other items on the Consent Agenda.

Chairman Schwarze asked for a motion to combine Consent Agenda Items A/Monthly Report for November 8; B/Revenue Report; C/Minutes Approval Policy Advisory Committee for October 2; D2/Minutes Approval ETS Board for October 11; E1/2024 Meeting Calendar for PAC; and E2/2024 Meeting Calendar for ETSB. Member Tillman motioned, seconded by Member Schar. On voice vote, all Members voted "Aye", motion carried.

Chairman Schwarze asked for a motion to approve Consent Agenda Items A/Monthly Report for November 8; B/Revenue Report; C/Minutes Approval Policy Advisory Committee for October 2; D2/Minutes Approval ETS Board for October 11; E1/2024 Meeting Calendar for PAC; and E2/2024 Meeting Calendar for ETSB. Member Tillman motioned, seconded by Member Kramer. On voice vote, all Members voted "Aye", motion carried.

6.A. Monthly Staff Report

6.A.1. **23-3610**

Monthly Report for November 8 Regular Meeting

Attachments: November 2023 Meeting Monthly Report.pdf

6.B. Revenue Report 911 Surcharge Funds

6.B.1. **23-3611**

ETSB Revenue Report for November 8 Regular Meeting for Fund 5820/Equalization

Attachments: Revenue Report Regular Meeting 11.8.23.pdf

6.C. Minutes Approval Policy Advisory Committee

6.C.1. **23-3607**

ETSB PAC Minutes - Regular Meeting - Monday, October 2, 2023

Attachments: 2023-10-02 ETSB PAC Minutes Summary.pdf

6.D. Minutes Approval ETS Board

6.D.1. **23-3612**

ETSB Minutes - Special Call Meeting - Wednesday, October 11, 2023

Ms. Zerwin reviewed the amendment requested by Member Guttman under the Future Growth discussion. The first line of paragraph 19 corrected a typo from "is" to "it". The last line of paragraph 19 was adjusted from "they want to serve within which includes their fire districts which cross the border" to "they want to serve within DuPage County, which includes fire districts that cross the border". The amended language is attached to these minutes. Member Guttman motioned, seconded by Member Srejma, that Agenda Item 6D1 be separated and approved as amended. On voice vote, motion carried.

Attachments: 2023-10-11 ETSB Special Call Minutes Summary.pdf

6.D.2. **23-3613**

ETSB Minutes - Regular Meeting - Wednesday, October 11, 2023

Attachments: 2023-10-11 ETSB Minutes Summary.pdf

6.E. 2024 Meeting Calendars

6.E.1. **23-3609**

2024 Meeting Calendar - Policy Advisory Committee

Attachments: PAC 2024 Meeting Schedule.pdf

6.E.2. **23-3614**

2024 Meeting Calendar - Emergency Telephone System Board

Attachments: ETSB 2024 Meeting Schedule.pdf

RESULT: APPROVED THE CONSENT AGENDA

MOVER: Michael Tillman SECONDER: Erik Kramer

AYES: Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter,

Schar, Srejma, Swanson, and Tillman

ABSENT: Yoo

7. VOTE REQUIRED BY ETS BOARD

7.A. Dissolution of the Ad Hoc Finance Committee

On voice vote, all "Ayes", motion carried. Member Yoo was absent.

RESULT: APPROVED

MOVER: William Srejma

SECONDER: Erik Kramer

7.A.1. <u>23-3615</u>

Pursuant to Section 4(b)(1) of the ETSB Ordinance CB-O-0009-19, an Ad Hoc Finance Committee was created, and as of November 8, 2023, shall be released and discharged from all further authority, duties, responsibilities, and obligations related to and arising from and in connection with the ETSB FY2024 Budget.

7.B. Budget Transfers

7.B.1. <u>ETS-R-0058-23</u>

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-53805 (Other Transportation Charges) to 4000-5820-53804 (Postage & Postal Charges) for the shipping and insurance charges associated with radio equipment calibration. (Total budget transfer: \$1,000)

Attachments: BT 53805 to 53804 Equipment calibration shipping.pdf

RESULT: APPROVED

MOVER: Michael Tillman

SECONDER: Michael Guttman

AYES: Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter,

Schar, Srejma, Swanson, Tillman, and Yoo

7.B.2. **ETS-R-0059-23**

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-53806 (Software Licenses) for payment of the Advanced Plus MCC7500 console and microwave maintenance January 1, 2023 through November 30, 2023 and NICE logger maintenance January 1, 2023 through June 30, 2023 on PO 6149-1. (Total budget transfer: \$495,882)

Member Yoo entered the meeting at 9:09am.

Attachments: BT 54199 to 53806 Moto Adv Plus and NICE 6149-1.pdf

RESULT: APPROVED

MOVER: Michael Tillman

SECONDER: Michael Guttman

AYES: Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter,

Schar, Srejma, Swanson, Tillman, and Yoo

7.B.3. **ETS-R-0060-23**

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2024 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment & Machinery) for the second annual payment on the DEDIRS radio replacement project PO 5522-1. (Total budget transfer: \$6,651,400)

Attachments: BT 54199 to 54110 Radio lease 5522-1.pdf

RESULT: APPROVED

MOVER: Michael Guttman

SECONDER: Mark Franz

AYES: Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter,

Schar, Srejma, Swanson, Tillman, and Yoo

7.C. Payment of Claims

7.C.1. **23-3616**

Payment of Claims for November 8, 2023 for FY23 - Total for 4000-5820 (Equalization): \$1,438,460.00.

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

Attachments: Payment of Claims 11.5.23 FY23.pdf

RESULT: APPROVED

MOVER: Michael Guttman

SECONDER: Yeena Yoo

7.D. Change Orders

7.D.1. <u>ETS-CO-0010-23</u>

Resolution approving Change Order #2 to AT&T Inc. PO 922020/5866-1 to extend the Customer Premise Equipment (CPE) Avaya maintenance for the ACDC and DU-COMM PSAPs for two (2) years. The maintenance period will run November 25, 2023 through November 24, 2025. (Change Order amount: \$32,262.48, New contract amount: \$4,176,750.37)

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

Attachments: ATT 922020 Change Order.pdf

ATT 922020 Requisition.pdf
ATT 922020 Decision memo.pdf

DuPage County 2023 1025 User Avaya IPO Renewal Quote,

DuComm A.pdf

DuPage County 2023 1025 User Avaya IPO Renewal Quote,

Addison B.pdf

DuPage County 2023 1031 IP Office 16412598 DuComm A

Amendment 4 - 2Yr Term Ext.pdf

DuPage County 2023 1031 IP Office 16412605 Addison B

Amendment 4 - 2Yr Term Ext.pdf

RESULT: APPROVED

MOVER: David Schar

SECONDER: Michael Tillman

7.D.2. **ETS-R-0061-23**

Resolution approving Change Order #1 to Motorola Solutions, Inc. PO 920153/4951-1 to reconcile the FY23 user radio count operating in the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) for payment and accounting of contractual obligations of the DMS Radio Manager contract. (Non-Monetary Change Order)

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

Attachments: Motorola 920153 Change Order 1.pdf

Motorola 920153 Decision Memo.pdf DuPage DMS Contract Change Order

10-30-23.2 Redacted.pdf

RESULT: APPROVED

MOVER: Michael Guttman

SECONDER: Eric Swanson

7.D.3. **ETS-R-0057-23**

Resolution approving Change Order #3 to Motorola Solutions, Inc. PO 921054/5522-1 for Group Messaging Services on the APX numbered series portable and mobile radios. (Change Order not to exceed amount \$150,905.60; New contract total: \$37,354,782.23)

On voice vote, Member Swanson voted "No", all other Members voted "Aye", motion carried.

Attachments: Motorola 921054 Change Order 3.pdf

Motorola 921054 Requisition.pdf

Motorola 921054 Decision Memo.pdf

QUOTE-2378059-1 DuPage ETSB Group Services

Flashkits 10 26 2023.pdf

QUOTE-2394597-1 DuPage Sheriff Group Services

Flashkits 10 26 2023.pdf

RESULT: APPROVED

MOVER: Yeena Yoo

SECONDER: Michael Tillman

AYES: Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter,

Schar, Srejma, Tillman, and Yoo

NAY: Swanson

7.E. Purchase Resolutions

7.E.1. **ETS-R-0062-23**

Awarding Resolution to Monday.com PO 923025 for a one (1) year subscription of a project management tool for thirty (30) users. (Total amount: \$11,246.40)

Member Guttman asked that the ETSB Ordinance be revisited to allow Director Zerwin to approve agenda items over \$5,000 and up to the County Procurement threshold so they do not need to brought forward to the Board. A short discussion ensued.

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

Attachments: Monday.com 923025 Checklist.pdf

Monday.com 923025 Requisition.pdf Monday.com 923025 Decision Memo.pdf

Monday.com 923025

Quote-MO-203559-12-Oct-2023-17-56-33.pdf

RESULT: APPROVED

MOVER: David Schar

SECONDER: Eric Swanson

7.E.2. **ETS-R-0063-23**

Awarding Resolution to Environmental Systems Research Institute, Inc. (ESRI) PO 923026 for a one (1) year maintenance renewal of ArcGIS desktop advanced software. (Total amount: \$17,490)

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

Attachments: Esri 923026 Checklist.pdf

Esri 923026 Requisition.pdf

Esri Sole Source Justification Redacted.pdf

Esri 923026 Sole Source Letter-Non-Federal Redacted.pdf

Esri Renewal Quote # 26172430.pdf

Esri 923026 Vendor Ethics Redacted.pdf

RESULT: APPROVED

MOVER: Yeena Yoo

SECONDER: Michael Tillman

7.E.3. **ETS-R-0064-23**

Resolution to encumber funds for a utility service through Cellco Partnership dba Verizon Wireless over \$5,000 in the County Finance software. (Total amount: \$6,100)

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

Attachments: Verizon 923030 Checklist.pdf

Verizon 923030 Requisition.pdf

RESULT: APPROVED

MOVER: William Srejma

SECONDER: Michael Tillman

7.E.4. **ETS-R-0065-23**

Awarding Resolution to CDW Government LLC PO 923027 for a blanket purchase order for the purchase of small computer equipment and replacement parts made through the National Intergovernmental Purchasing Alliance IPA2018011-01. (Total amount: \$25,000)

Ms. Zerwin provided a brief review of the history of the open purchase orders that were the recommendation from the County Auditor 15 years ago to provide a way for ETSB to purchase consumables in an expedited manners to maintain operations in the PSAPs. Member Yoo asked whether the purchases are reviewed and/or coordinated with County IT. Ms. Zerwin said that Dell computers and accessories are used within the PSAPs and the PO allows for expedited replacement of necessary parts. Member Yoo said she does not believe the County utilizes Dell products as ETSB does.

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

Attachments: CDWG 923027 Checklist.pdf

CDWG 923027 Requisition.pdf CDWG 923027 Decision Memo.pdf

RESULT: APPROVED

MOVER: Yeena Yoo

SECONDER: Michael Tillman

7.E.5. **ETS-R-0066-23**

Awarding Resolution to Dell Marketing LP PO 923028 for a blanket purchase order for the purchase of small computer equipment and replacement parts made through Midwestern Higher Education Compact MHEC-07012015. (Total amount: \$30,000)

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

Attachments: Dell 923028 Checklist.pdf

<u>Dell 923028 Requisition.pdf</u> <u>Dell 923028 Decision Memo.pdf</u>

RESULT: APPROVED

MOVER: Yeena Yoo

SECONDER: Michael Tillman

7.E.6. **ETS-R-0067-23**

Awarding Resolution to Motorola Solutions, Inc. PO 923029 for a blanket purchase order for replacement parts made through IL STARCOM master contract CMT2028589 for radios. (Total amount: \$50,000)

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

Attachments: Motorola 923029 Checklist.pdf

Motorola 923029 Requisition.pdf

Motorola 923029 Decision Memo.pdf

Motorola DUPAGE 2024 PO Letter.pdf

RESULT: APPROVED

MOVER: Michael Guttman

SECONDER: William Srejma

7.E.7. **ETS-R-0068-23**

Awarding Resolution to Alliant Insurance Services, Inc. PO 923024 for a one (1) year liability, damage, and cyber security insurance policy for the ETSB. (Total amount: \$110,265)

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

Attachments: Alliant 923024 Checklist.pdf

Alliant 923024 Requisition.pdf
Alliant 923024 Decision Memo.pdf

23-24 Dupage County ETSB Package Proposal

11.1.23 Redacted.pdf

RESULT: APPROVED

MOVER: Erik Kramer

SECONDER: Michael Tillman

7.E.8. <u>ETS-R-0069-23</u>

Affirming Awarding Resolution to Baker Tilly US, LLP, to provide audit services for various County offices, for the period of October 1, 2023 through September 30, 2027, for a contract amount not to exceed \$2,084,340; per RFP #23-073-FIN. (ETSB amount: \$132,000)

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

Attachments: Baker Tilly 923032 Checklist.pdf

Baker Tilly - PRCC

Baker Tilly - Proposal Form Redacted

Baker Tilly - Proposal Redacted

Baker Tilly - 23-073-FIN Scorecard

Baker Tilly - Vendor Ethics Redacted

Resolution FI-P-0016-23.pdf

RESULT: APPROVED

MOVER: Michael Tillman

SECONDER: Erik Kramer

7.F. Resolutions

7.F.1. **ETS-R-0070-23**

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 Bradford Police Department. (Total sale: \$2,000)

Member Guttman asked where is Bradford. Ms. Zerwin replied she did not know.

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

Attachments: DEDIRS Sales Agreement Bradford PD Redacted.pdf

Bradford Attachment A.pdf

RESULT: APPROVED

MOVER: Erik Kramer

SECONDER: Yeena Yoo

7.F.2. **ETS-R-0071-23**

Appointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Deputy Chief Patrick Johl (ACDC Representative and Vice Chair).

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

Attachments: PAC Notice of Appointment Johl Vice Chair.pdf

RESULT: APPROVED **MOVER:** Erik Kramer

SECONDER: Michael Guttman

7.F.3. **ETS-R-0072-23**

Resolution approving a grant in 911 surcharge funds in the amount of \$1,000,000 from the FY23 budget to the two DuPage County Public Safety Answering Points to be used consistent with State and Federal law.

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

Attachments: Exhibit 1.pdf

RESULT: APPROVED

MOVER: Michael Guttman

SECONDER: David Schar

8. DEDIRS PORTABLE AND MOBILE RADIO REPLACEMENT

8.A. Police

PAC Chair Dina said the Police Focus Group had decided on the number of encryption keys to be loaded into the radios, including extra keys for future use. He said Fire would have access to the PD dispatch channels and operations channels. There will also be dispatch channels solely for PD use. PAC Chair Dina provided a brief overview of Joint Operations and Interop channels.

Vice Chair Franz inquired into the other radio model being tested by Fire Focus. PAC Chair Dina said that APXNEXT XE models had been requested through Motorola as part of their backup plan testing. He said the XE models are not NFPA approved. Vice Chair Franz asked when that decision had been made and would that delay the process. PAC Chair Dina said the radios would need programming but that they were hoping to not have to go to plan B. He said Fire Focus is hoping to get some answers after the NFPA Task Group meeting tomorrow.

Member Kramer said he had heard there were two seats offered to DuPage to be a part of the NFPA Committee. PAC Chair Dina said the NFPA was impressed with the work Fire Focus was providing and had asked them to take part, which would give DuPage a primary and secondary seat. Member Kramer asked if the decision had been made as to who would take those seats. PAC Chair Dina replied Westmont Fire retired Deputy Chief Jim Connolly and Lieutenant John Sullivan of Addison Fire.

Ms. Zerwin said the State's Attorney's Office was researching whether any of the travel costs incurred with those two seats could be an allowable cost in support of physical attendance at the meetings which are not held virtually. She stated that if the costs were allowable, she would bring them back to the Board for approval of this expense.

Chairman Schwarze asked if either Member attending via Zoom had questions or comments. Member Rauter said he had been attending the PAC meetings as well as Fire Focus Group and was impressed with the progress that had been made. He complimented PAC Chair Dina for

having Board's interests at heart. Member Rauter reviewed the April timeline of the NFPA and the decision to be made between the APXNext XN and XE. He said they were making good progress and he was enjoying his attendance at both venues.

The Board then moved on to Agenda Item 9.

8.B. Fire

PAC Chair Dina started with the Fire update. He thanked the Board for approving the Group Messaging Services which would allow for the programming of the mobiles to move forward. He reviewed the work of the Fire Focus Group with the NFPA Task Group, most of whom make up the Committee. He discussed some of the recommendations DuPage has made and the videos provided to the NFPA to assist in their discussions. PAC Chair Dina said the next meeting of the NFPA Task Group is tomorrow.

PAC Chair Dina then moved back to Agenda Item 8.A. Police.

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

Ms. Zerwin informed the Board that since the house bill became a public act that provides for a vehicle to redistribute unused funds back to the 9-1-1 systems, as was discussed at the State meeting that there is going to be a redistribution of funds. She said the distribution is \$30M of which DuPage ETSB will receive \$2,601,413.84, which basically covers the true up of the radios.

Vice Chair Franz asked if it was an ongoing thing where they might received revenue down the road. Ms. Zerwin said at the State level, there are funds automatically distributed in the tariff. She said the State Police receives funding for administrative business. There was no mechanism in the Statute to return any unused funding at the end of the year so it accumulated over approximately five years. With the sunset, language was added to say the funding could be distributed to the 9-1-1 systems at the end of the year so there is a good chance, but not to the extent they are seeing in this distribution. Ms. Zerwin also said if there is money left over from the consolidation grants it gets redistributed but that last year the request for grants was greater than the amount set aside so there was nothing to be returned to the Systems.

10. OLD BUSINESS

There was no old business.

11. NEW BUSINESS

Member Maranowicz said that the Village of Addison's Executive Board had approved the PSAP IGA this last Monday. He thanked Member Guttman, ETSB staff, and PSAP Directors Bill Srejma and Jessica Robb. He said the IGA was now in Ms. Zerwin's hands and would going up to the DuPage County Board soon. Chairman Schwarze also thanked Member Maranowicz and Addison.

Ms. Zerwin said the IGA would be on the November 14 agenda for County Board and said CB Members would receive a supplementary memo regarding the IGA for background. Vice Chair Franz asked if the ETS Board Members could also receive the memo. Ms. Zerwin replied affirmatively.

12. 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, December 13 at 9:00am in 3-500B

Chairman Schwarze asked for a motion to adjourn. Member Tillman motioned, seconded by Member Yoo. The meeting of the ETSB was adjourned at 9:32am.

Respectfully submitted,

Jean Kaczmarek

24-0016

Amendments to the ETSB Special Call Minutes 10.11.23

Attachments: 2023-10-11 ETSB Special Call Minutes Summary

redline.pdf