



DU PAGE COUNTY

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

ETSB - Emergency Telephone System Board

Draft Summary

Wednesday, April 12, 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

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:

Andy Dina, Warrenville Fire

Don Ehrenhaft, County IT

Steve Evans, Winfield Fire

Bill Hayden, Addison PD

Nick Kottmeyer, County Board Office

John Lozar, DU-COMM

Anthony McPhearson, County CIO

Jessica Robb, DU-COMM

Mike Sampey, Village of Addison

Roy Selvik, ACDC

Matt Baarman, DU-COMM (Remote)

Joe Breinig, DMMC (Remote)

Robert Brill, Wheaton Fire (Remote)

Kevin Dempsey, ACDC (Remote)

Colin Fleury, West Chicago PD (Remote)

Reid Foltyniewicz, Oak Brook PD (Remote)

Michael Hylton, Oakbrook Terrace PD (Remote)

Melanie Koga, County Finance (Remote)

Todd Kubish, Villa Park PD (Remote)

Jim McGreal, Downers Grove PD (Remote)
Bret Mowery, York Center Fire (Remote)
Bob Murr, College of DuPage (Remote)
Jason Norton, Darien PD (Remote)
Steve Rauter, Citizen (Remote)
Robert Schaller, Willowbrook PD (Remote)
DWA (Remote)
Village Resident (Remote)

On roll call, Members Schwarze, Franz (9:02am) (Remote), Guttman, Eckhoff, Kramer, Maranowicz, Schar, Srejma, Swanson, Tillman, and Yoo were present. There was one vacancy.

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

MOTION TO ALLOW REMOTE PARTICIPATION

Chairman Schwarze called the meeting to order with a request that was made to allow remote participation for Vice Chair Franz. 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 Srejma, seconded by Member Guttman to allow Vice Chair Franz to remotely participate via Zoom. On voice vote, motion carried.

| | |
|------------------|-----------------|
| RESULT: | APPROVED |
| MOVER: | William Srejma |
| SECONDER: | Michael Guttman |

3. PUBLIC COMMENT

There was no public comment.

4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE

Vice Chair Franz entered the meeting via Zoom at 9:02am.

National Public Safety Telecommunications Week

Chairman Schwarze presented a Proclamation Acknowledging April 9-15, 2023 as National Telecommunications Week. Chairman Schwarze asked for a motion to accept and place the Proclamation on file. Member Tillman motioned, seconded by Member Yoo. On voice vote, motion carried. A video presentation highlighting the TCs was shared.

Chairman Schwarze recognized TC Hayden Mootrey of ACDC who handled a call of delivery and after care instructions for a mother and newborn baby.

He then recognized DU-COMM Communications Supervisor Justin Harris and OHSEM Interoperable Communications Coordinator John Nebl for operations involving interoperable communications.

Lastly, Chairman Schwarze read a service resolution to DU-COMM System Coordinator John Lozar who was retiring with over 29 years of service to the telecommunicators, first responders, and the citizens of the DuPage ETSB 9-1-1 System. Mr. Lozar commented on his time working as the ETSB radio maintainer and on the development and deployment of the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

5. MEMBERS' REMARKS

There were no Members' remarks.

Member Eckhoff stepped out of the meeting at 9:17am.

6. CONSENT AGENDA

Chairman Schwarze asked for a motion to combine Consent Agenda Items A/Monthly Staff Report; B/Revenue Report for the April 12, 2023 Special Call meeting; C/Minutes approval for PAC for March, 2023; D/ Minutes approval for ETSB for March 13, 2023. Member Schar motioned, seconded by Member Guttman. 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 April 12, 2023 Special Call meeting; C/Minutes approval for PAC for March, 2023; D/ Minutes approval for ETSB for March 13, 2023. Member Guttman motioned, seconded by Member Swanson. On voice vote, all "Ayes", motion carried.

6.A. Monthly Staff Report

[23-1438](#)

Monthly Report for April 12 Regular Meeting

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

6.B. Revenue Report 911 Surcharge Funds

[23-1439](#)

ETSB Revenue Report for April 12 Regular Meeting for Fund 5820/Equalization

Attachments: [Revenue Report Regular Meeting 4.12.23.pdf](#)

6.C. Minutes Approval Policy Advisory Committee

[23-1359](#)

ETSB PAC Minutes - Regular Meeting - Monday, March 6, 2023

Attachments: [2023-03-06 PAC Minutes Summary.pdf](#)

6.D. Minutes Approval ETS Board

23-1440

ETSB Minutes - Regular Meeting - Wednesday, March 8, 2023

Attachments: [2023-03-13 ETSB Minutes Summary.pdf](#)

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

7. VOTE REQUIRED BY ETS BOARD

7.A. Payment of Claims

23-1441

Payment of Claims for April 12, 2023 for FY23 - Total for 4000-5820 (Equalization): \$376,681.96.

Attachments: [Payment of Claims 4.12.23 FY23.pdf](#)

7.B. Purchase Resolutions

ETS-R-0022-23

Affirming resolution to Facility Gateway Corporation to provide UPS maintenance and emergency repair services for Facilities Management (\$33,844.30) and ETSB (\$40,929.00) for two (2) years. (Total amount: \$74,773.30; ETSB amount: \$40,929.00)

Member Eckhoff re-entered the meeting at 9:20am.

Attachments: [Facility Gateway 923008 Checklist.pdf](#)
[Facility Gateway 923008 FM Comprehensive Checklist.pdf](#)
[Facility Gateway 923008 23-031-FM BID Tab.pdf](#)
[Facility Gateway 923008 Pricing_Redacted.pdf](#)
[Facility Gateway 923008 Requisition.pdf](#)
[Facility Gateway 923008 Vendor Ethics_Redacted.pdf](#)

| | |
|------------------|-----------------|
| RESULT: | APPROVED |
| MOVER: | David Schar |
| SECONDER: | Michael Guttman |

7.C. Resolutions

7.C.1. [ETS-R-0017-23](#)

Reappointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Director Timothy Hayden (ACDC Police Representative and Chairman)

Attachments: [PAC Notice of Reappointment - BHayden.pdf](#)

| | |
|------------------|-------------|
| RESULT: | APPROVED |
| MOVER: | Yeena Yoo |
| SECONDER: | Erik Kramer |

7.C.2. [ETS-R-0018-23](#)

Reappointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Chief Andrew Dina (DU-COMM Fire Representative and Vice Chair)

Attachments: [PAC Notice of Reappointment - ADina.pdf](#)

| | |
|------------------|-------------------|
| RESULT: | APPROVED |
| MOVER: | Joseph Maranowicz |
| SECONDER: | David Schar |

7.C.3. [ETS-R-0019-23](#)

Reappointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Mr. Matthew Baarman (DU-COMM PSAP Representative)

Attachments: [PAC Notice of Reappointment - MBaarman.pdf](#)

| | |
|------------------|-----------------|
| RESULT: | APPROVED |
| MOVER: | William Srejma |
| SECONDER: | Michael Tillman |

7.C.4. [ETS-R-0020-23](#)

Reappointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Ms. Sherianne Hermes (ACDC PSAP Representative)

Attachments: [PAC Notice of Reappointment - SHermes.pdf](#)

| | |
|----------------|----------|
| RESULT: | APPROVED |
|----------------|----------|

| |
|------------------------------------|
| MOVER: Yeena Yoo |
| SECONDER: Joseph Maranowicz |

7.C.5. [ETS-R-0021-23](#)

Appointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Chief Michael Rivas (DU-COMM Police Representative)

Chairman Schwarze voiced a welcome to Chief Rivas of Villa Park PD.

Attachments: [PAC Notice of Appointment - MRivas.pdf](#)

| |
|----------------------------------|
| RESULT: APPROVED |
| MOVER: David Schar |
| SECONDER: Michael Tillman |

7.C.6. [ETS-R-0016-23](#)

Resolution to adopt Policy 911-005.12: Flash Message Talk Group

Member Yoo asked if the policy was specifically related to the saturation patrols. Ms. Zerwin answered, not necessarily. She said the need was identified by the saturation patrols as a way to disseminate information. Ms. Zerwin said this was talked about with those groups and came up through the PAC. She said the operational policy would be left up to the PSAPs but this allows any unit in the area to respond to a call, although this is an announcement channel. Member Yoo asked if there was only one announcement channel. Ms. Zerwin confirmed, correct, and said this channel would not have priority over the main talk groups but that officers could scan the channel depending upon the operational procedures with the agencies. Member Srejma said it covers the ETSB parts of DuPage County so when the call goes out, regardless of where the call is, it will be broadcast by the PSAPs throughout the county.

Attachments: [911-005.12 Flash Channel Talk Group draft.pdf](#)

| |
|-------------------------------|
| RESULT: APPROVED |
| MOVER: Michael Tillman |
| SECONDER: Yeena Yoo |

7.D. **Travel and Training**

7.D.1. [23-1442](#)

One (1) Attendee from ETSB to attend the HxGN Live Global conference in Las Vegas, NV on June 11-15. This is a request to adjust the attendee; no monetary changes are needed to the total amount previously approved.

Ms. Zerwin explained that she is on the Hexagon Advisory Board, which is why this conference is attended by ETSB. She said in looking at the panels and class offerings she felt this was better suited for Deputy Director Theusch to attend in her stead. He will be attending the Leadership Advisory Board panel in her place, as well.

Attachments: [Travel Request - HxGN Live ETSB.pdf](#)

| | |
|------------------|-------------------|
| RESULT: | APPROVED |
| MOVER: | William Srejma |
| SECONDER: | Joseph Maranowicz |

7.D.2. [23-1443](#)

Six (6) attendees from the ACDC PSAP to attend the NENA Conference in Grapevine, TX on June 18-20 for an estimated cost of \$2,500 per attendee. (Total conference amount not to exceed: \$15,000)

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

| | |
|------------------|-----------------|
| RESULT: | APPROVED |
| MOVER: | Michael Tillman |
| SECONDER: | Yeena Yoo |

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

City of Des Plaines

Chairman Schwarze turned the meeting over to ASA Winistorfer. A memorandum written by ASA Winistorfer to Chairman Schwarze was distributed to the Members. ASA Winistorfer reviewed the memorandum which addressed two questions the Board Members had posed from the March 13, 2023 ETS Board meeting. The memorandum has been attached to these minutes.

Discussion ensued. A question was posed whether it was believed the State would attempt to regionalize consolidation, to which Ms. Zerwin said while there has been discussion there was nothing official at the State level. There were questions of whether a joint ETSB could be formed and what that would entail. ASA Winistorfer said a joint ETSB would not need to be created if the law were changed to allow for non-contiguous agencies to join a non-home rule county ETSB. A joint ETSB would be shared power.

Member Schar, as representative of the DuPage Chiefs of Police Association, said there were rumors the Chiefs were in support of Des Plaines joining DuPage ETSB and wanted to clarify the Association is neither in support nor opposed at this time, a decision had not been made. Member Kramer, as representative of the DuPage Fire Chiefs Association, concurred and echoed the statements of Member Schar.

Vice Chair Franz believed the consolidation policies prohibit Des Plaines from joining and said the intent when the policies were written five years ago was that the members of the Board did not want future growth and pushed for a decision to be made if not at this meeting, then at the next. Member Maranowicz stated that policies change over time and the current board make up consists of new members that may have different direction and a different vision. Member Tillman believed they could not make a decision until they know what the future of legislation holds. Member Yoo asked for a summary of the timeline of when legislation might be changed and the lead time Des Plaines would need for a decision. ASA Winistorfer said the statute was due to sunset December 31 of this year. A brief discussion ensued around the legislative session, the movement of the bill and the timing of the upcoming Advisory Board meeting. In respect to the timeline for Des Plaines, Member Srejma answered that January 1, 2025 is when their current contract expires.

Member Eckhoff said that he hoped regional consolidation would be voluntary, that he was afraid it would be mandatory. Ms. Zerwin said she thought it would be beneficial that consolidation would be voluntary for system serving a large population because at some point it can get too big and there would be challenges. She said within the infrastructure and geographic footprint, that there are seats available depending on whether the PSAP directors determine an agency needs a seat within a PSAP or could become part of an existing position. She reviewed the past decision to take Burr Ridge in as an agency, not as a joint ETSB which shared powers. She concluded by saying that if Members had any direction to give her regarding Monday's Advisory Board meeting, it would be timely.

Chairman Schwarze said there was a lot of good discussion and that they attention given to this project was necessary, and that there was time for further thought and discussion. He asked ASA Winistorfer to confirm that the policy did not read whether they could or not take in a non-contiguous agency. ASA Winistorfer said his reading of the consolidation policy did not prohibit them. Vice Chair Franz said he would like to see a more detailed legal opinion regarding the policy than the paragraph provided, that that is not his reading of the policy. Chairman Schwarze thanked ASA Winistorfer for his efforts in answering their questions.

9. DEDIRS PORTABLE AND MOBILE RADIO REPLACEMENT

PAC Chairman Hayden thanked the Board for his reappointment to the committee. He had on the law enforcement side, he has heard nothing but positives for the new radios.

PAC Vice Chair Dina also thanked the Board for his reappointment and thanked the Telecommunicators for all the sacrifices they make daily. Regarding Mr. Lozar, Vice Chair Dina said he has been a key player in the project and that he would be missed. He thanked Mr. Lozar for his professionalism and mentorship throughout the process and wished him the best of his retirement. Vice Chair Dina then said the fire template is completed. During the month of May, there are scheduled meetings with all the fire agencies by dispatch talk group to choose their template and how they want their radios programmed. Once that is completed, they could move on to programming the radios, testing and deploying the radios to the agencies. Vice Chair Dina reviewed the SmartConnect firmware download and said that Motorola is replacing all the remote speaker microphones (RSMs) with new ones.

Chairman Schwarze asked about the programming and testing timeline; whether it might be summer or fall. PAC Vice Chair Dina responded, he hopes summer. He said that might be too aggressive as this is a complicated process but that they are meeting every week and making great progress.

Chairman Schwarze thanked both PAC Members for their service.

Ms. Zerwin said the question had been asked about the RSMs and how does the fire service know that the replacements they are getting will be fine. She said Motorola responded yesterday saying the source of the leak around the volume control lever was identified and a new corrective seal was designed and tested in the engineering test lab. The replacement on the RSMs is being built in the factory with this new volume control seal.

10. OLD BUSINESS

No old business was discussed.

11. NEW BUSINESS

No new business was discussed.

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, May 10 at 9:00am in 3-500B

Chairman Schwarze asked for a motion to adjourn. Member Yoo motioned, seconded by Member Maranowicz. The meeting of the ETSB was adjourned at 9:54am.

Respectfully submitted,

Jean Kaczmarek

[23-1652](#)

Memorandum regarding questions posed at the March 13, 2023 ETSB Regular Meeting

Attachments: [Memo to chair 2023.04.12 meeting 2023.04.07.pdf](#)