1. CALL TO ORDER

8:50 AM meeting was called to order by Vice Chairman Joe Block at 8:50 AM.

2. ROLL CALL

PRESENT: Eckhoff, Block, Connolly, Tegtmeier, Kruse, Tillman, McGinnis, Kruger
ABSENT: Grasso, Franz

ETSB STAFF:
Linda Zerwin
Matt Theusch
Eve Kraus
Jerry Furmanski
Mike DiGiannantonio
Kris Cieplinski

COUNTY CLERK:
Paul Hinds, County Clerk

STATE’S ATTORNEY:
Brian Gorka

ATTENDEES:
Delores Temes - ACDC
Matt Baarman - DU-COMM
Bill Srejma - ACDC
Geoffrey Pretkelis - Bartlett PD
William Burke - Hanover Township
Aaron Jacobs - Sheriff
Dawn Dina - DMMC
Jan Barbeau - SAO
Kathy King - County Clerk
Brandon Hurd - ACDC
Robert Schaller - Willowbrook
3. PUBLIC COMMENT
There was no Public comment.

4. CHAIRMAN'S REPORT
There was no Chairman's report.

5. MEMBERS' REMARKS
Member Kruse introduced Aaron Jacobs who works for the Sheriff’s Office in IT as the probable Board Member replacement when he retires in May.

6. CONSENT AGENDA

A. Monthly Staff Report

1. 17-18-24 Monthly Report for March 13 Regular Meeting
   Member Kruger moved, seconded by Member Kruse, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

B. Revenue Report 911 Surcharge Funds

1. 17-18-16 ETSB Revenue Report for March 13 Regular Meeting for Funds 5820/Equalization, 5810/Wireless and 5800/Wireline
   Member Kruger moved, seconded by Member Kruse, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

C. Minutes Approval

1. ETSB - Emergency Telephone System Board - Regular Meeting - Jan 23, 2018 8:50 AM
   Member Kruger moved, seconded by Member Kruse, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

   RESULT: ACCEPTED [UNANIMOUS]
   MOVER: James Kruger, Chiefs of Police Association Representative
   SECONDER: Jim Connolly, Fire Rep
   AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
   ABSENT: Grasso, Franz

2. ETSB - Policy Advisory Committee - Regular Meeting - Feb 6, 2018 12:30 PM
Member Kruger moved, seconded by Member Kruse, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

| RESULT:    | ACCEPTED [UNANIMOUS] |
| MOVER:     | James Kruger, Chiefs of Police Association Representative |
| SECONDER:  | Jim Connolly, Fire Rep |
| AYES:      | Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger |
| ABSENT:    | Grasso, Franz |

7. ACTION ITEMS

A. Budget Transfers

1. ETS-R-0007-18 Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2018 from 5820-53828: Contingencies to 5820-53090: Other Professional Services for court transcription services (Total Budget Transfer: $3,000.00)

Member McGinnis moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0007-18 be approved and adopted. On voice vote, motion carried.

| RESULT:    | APPROVED [UNANIMOUS] |
| MOVER:     | Diane McGinnis, Public Representative |
| SECONDER:  | Brian Tegtmeyer, DU-COMM Rep |
| AYES:      | Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger |
| ABSENT:    | Grasso, Franz |

2. ETS-R-0008-18 Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2018 from 5820-53828: Contingencies to 5820-53090: Repair Maint Infrastructure for payment of invoice and miscellaneous repairs (Total Budget Transfer: $3,000.00)

Member Connolly moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0008-18 be approved and adopted. On voice vote, motion carried.

| RESULT:    | APPROVED [UNANIMOUS] |
| MOVER:     | Michael Tillman |
| SECONDER:  | Brian Tegtmeyer, DU-COMM Rep |
| AYES:      | Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger |
| ABSENT:    | Grasso, Franz |
B. Payment of Claims

1. 17-18-22 Payment of Claims for March 13, 2018 - Total Paylist: $173,925.77, Total for 4000-5800 (wireline): $1,615.24, Total for 4000-5810 (wireless): $145,906.06, Total for 4000-5820 (equalization): $26,404.27

   Member Tegtmeyer moved, seconded by Member Kruse, to approve the Payment of Claims for March 13, 2018 FY18 Total for 4000-5800 (Wireline) $1,615.24, Total for 4000-5810 (Wireless) $145,906.06 and Total for 4000-5820 (Equalization) $26,404.27. On voice vote, motion carried.

C. Change Orders

1. ETS-CO-0009-18 Resolution approving Change Order #1 to AT&T Inc. 917115/2351-1 to amend the Purchase Order to include an existing circuit from the DU-COMM PRI account (Non-Monetary Change Order)

   Member Tillman moved, seconded by Member Eckhoff, that Resolution #ETS-CO-0009-18 be approved and adopted. On voice vote, motion carried.

   RESULT: APPROVED [UNANIMOUS]
   MOVER: Michael Tillman
   SECONDER: Grant Eckhoff, District 4
   AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
   ABSENT: Grasso, Franz

D. Purchase Resolutions

1. ETS-R-0011-18 Awarding Resolution to Police Legal Sciences, Inc. PO 918118 for one (1) year of web-based training for 151 Telecommunicators (Total Amount: $9,060.00)

   Member Tegtmeyer moved, seconded by Member McGinnis, that Resolution #ETS-R-0011-18 be approved and adopted. On voice vote, motion carried.

   RESULT: APPROVED [UNANIMOUS]
   MOVER: Brian Tegtmeyer, DU-COMM Rep
   SECONDER: Diane McGinnis, Public Representative
   AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
   ABSENT: Grasso, Franz
E. Resolutions

1. ETS-R-0009-18 Resolution to hire Cara Wuchenich to fill the Administrative Specialist position, effective March 14, 2018 upon agreed start date with Human Resources (Starting Salary: $35,500)

   Member Eckhoff moved, seconded by Member Tillman, that Resolution #ETS-R-0009-18, Resolution Authorizing the Hiring of an Administrative Specialist, be approved and adopted.

   Ms. Zerwin stated that an Administrative Specialist will save $25,000 per budgeted year and will replace the Purchasing position.

   Member Eckhoff moved, seconded by Member Tillman, that Resolution #ETS-R-0009-18 be approved and adopted. On voice vote, motion carried.

   RESULT: APPROVED [UNANIMOUS]
   MOVER: Grant Eckhoff, District 4
   SECONDER: Michael Tillman
   AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
   ABSENT: Grasso, Franz

2. ETS-R-0010-18 Resolution to Approve Access to the DuPage Emergency Dispatch Interoperable Radio System Talk Groups Pursuant to Policy Language Section 8.0.4: Adding Public Safety Agencies for the Purpose of Mutual Aid as Requested by the Drug Enforcement Administration

   Member Connolly moved, seconded by Member Tillman, that Resolution #ETS-R-0010-18, Resolution to Approve Access to the DuPage Emergency Dispatch Interoperable Radio System Talk Groups Pursuant to Policy Language Section 8.0.4 Adding Public Safety Agencies for the Purpose of Mutual Aid as Requested by Drug Enforcement Administration, be approved and adopted.

   Ms. Zerwin asked that the Resolution be amended to include pending a 14 day completion and signature.

   Member Kruse moved, seconded by Member Kruger, that the above Resolution be amended to include pending a 14 day completion and signature. On voice vote, motion carried.

   Member Connolly moved, seconded by Member Tillman, that Resolution #ETS-R-0010-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]  
MOVER: James Kruse, Chief  
SECONDER: Michael Tillman  
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger  
ABSENT: Grasso, Franz  

F. Travel and Training  

1. 17-18-23 Three (3) Attendees from DuPage ETSB PSAP ACDC to attend Hexagon's annual international conference, HxGN LIVE, in Las Vegas, Nevada on June 12-15, 2018 for an estimated cost of $2,730.00 per attendee (Total conference amount not to exceed $8,190.00)  

Member Kruse moved, seconded by Member Tegtmeyer, that three (3) Attendees from DuPage ETSB PSAP ACDC be authorized to attend Hexagon’s Annual International Conference, HxGN LIVE, in Las Vegas, Nevada on June 12-15, 2018, for an estimated cost of $2,730.00 per attendee (Total conference amount not to exceed $8,190.00). On voice vote, motion carried.  

8. OUTSIDE AGENCIES REQUEST FOR USE OF CAD  
Member Tegtmeyer and Director Zerwin indicated that there have been some agencies expressing an interest in use of CAD, specifically Argonne and Hanover Township Emergency Services Unit. Member Tegtmeyer stated that DU-COMM has been providing Alerting for Hanover Township Emergency Services Unit for the past five years. They have asked to expand their service. To join them to CAD, we should get some financial reimbursement. He is asking if the Board is open to this type of relationship and if they want Staff to come up with a cost.  

Member Kruse said that this is a civilian team and asked if there would be any problem with giving them access. Member Tegtmeyer answered that they would only be able to see the section related to them.  

Ms. Zerwin remarked that Argonne Fire is also looking to join CAD.  

Member Connolly stated that Argonne is close to 100% in DuPage County why wouldn’t they be included without cost. Ms. Zerwin replied that they are not specifically part of ETSB by referendum but it would be a Board decision.  

Member Connolly questioned why Hanover Township is different. Member Tegtmeyer stated that they are not a Fire District, but a Township. The main question is if we have an issue with them and what is just compensation.  

Member Connolly stated that he is in favor of inclusion in the new CAD to keep the fees as low as possible.  

Ms. Zerwin stated the only other precedent is Bloomingdale Fire dispatched for Elk Grove Fire. The previous Board and Director required that Bloomingdale Fire not utilize ETSB owned equipment for non-members. She stated that with the consolidation, not knowing where the units are could become problematic.

Member Kruger questioned if the phones are exempt from 911 fees because Argonne is Federal. Secondly, he assumes there are no electors who live there. Attorney Gorka stated that there are no electors who live there to vote on ETSB, but an IGA could be agreed to. He does not know if the phones are exempt from the fees.

Member Connolly stated that we shouldn’t be expanding to outside agencies.

Member Tegtmeyer agrees that if a member agency requires mutual aid, they are programmed in for the member agency.

9. **DUPAGE ETSB 911 SYSTEM DESIGN**
Ms. Zerwin stated that ACDC is on track to go live next week, on March 28, 2018.

Member Tegtmeyer remarked that the construction at DU-COMM should be done by April 18, 2018.

10. **DUPAGE JUSTICE INFORMATION SYSTEM PROJECT**
Ms. Zerwin stated that the oversight committee has met. They are working with Hexagon to amend the contract.

11. **OLD BUSINESS**
Under Old Business, Member Kruger stated that the Unit Location status subcommittee met with Motorola last week. The committee presented their goals for this system enhancement. Motorola will have software available that will be able to transmit the officer’s location when the officer utilizes the push-to-talk button.

Member Connolly stated that he is optimistic with Motorola’s response. He feels we can make it affordable.

12. **NEW BUSINESS**
There was no new business.

13. **EXECUTIVE SESSION**
Member Connolly moved, seconded by Member Tegtmeyer, that pursuant to Section 5(c)(11) and (21), the Board enter into Executive Session to discuss pending litigation matters and the review of Executive Session minutes. On roll call, Members Block, Connolly, Eckhoff, Kruger, Kruse, McGinnis, Tegtmeyer and Tillman voted “aye.” Chairman Grasso and Member Franz were not present at the time of roll call. Motion carried.
A. Minutes

B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C
   (8)

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

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

14. MATTERS REFERRED FROM EXECUTIVE SESSION

Meeting reconvened. Member Tegtmeyer moved, seconded by Member Kruger, that the
Executive Session minutes of March 10, 2011 and March 4, 2014 be approved and declassified
and that the minutes of March 12, 2009, March 24, 2009 and March 11, 2010 remain classified.
On voice vote, motion carried.

   A. Review Executive Session Minutes from March 12, 2009 Meeting
   B. Review Executive Session Minutes from March 24, 2009 Meeting
   C. Review Executive Session Minutes from March 11, 2010 Meeting
   D. Review Executive Session Minutes from March 10, 2011 Meeting
   E. Review Executive Session Minutes from March 4, 2014 Meeting

15. ADJOURNMENT

   A. Next Meeting: March 27 at 8:50am in Room 3-500B

   Member Kruger moved, seconded by Member Tegtmeyer, that the meeting of the ETSB be
adjourned. On voice vote, motion carried.

Respectfully submitted,

Paul Hinds
Submitted for your consideration is the DuPage ETSB monthly report for activity through February 28, 2018. This report highlights the activities of the DuPage ETSB as achieved by staff, work groups, committees and consultants.

**Administration** – Linda Zebrin

**911 Services Advisory Board (SAB) and 911 Legislation:**
The March 5th meeting was cancelled. The Advisory Board continues to discuss the changes needed to the corresponding administrative codes as a result of changes in the statute. Work on the rules will continue through multiple meetings.

Dates for 2018 – All dates are Mondays
March 26
April 23
May 21
June 25
July 23
August 27
September 24
October 29
November 26
December 17

**PSAP Consolidation and Funding:**
Total Funds disbursed for consolidation since 2010: $4,261,435.45

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY11</td>
<td>$390,439.56</td>
</tr>
<tr>
<td>FY12</td>
<td>$377,692.53</td>
</tr>
<tr>
<td>FY13</td>
<td>$503,701.90</td>
</tr>
<tr>
<td>FY14</td>
<td>$161,351.66</td>
</tr>
<tr>
<td>FY15</td>
<td>$313,163.11</td>
</tr>
<tr>
<td>FY16</td>
<td>$600,479.54</td>
</tr>
<tr>
<td>FY17</td>
<td>$1,409,399.33</td>
</tr>
<tr>
<td>FY18</td>
<td>$350,000.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$4,261,435.45</td>
</tr>
</tbody>
</table>

Pending: Consolidation costs for Addison (unknown) and Bensenville FPD (unknown).

**Executive Session Minutes:**
The executive session minutes from March 12, 2009, March 24, 2009, March 11, 2010, March 10, 2011 and March 4, 2014 are being provided to the Board for annual review to determine if these minutes should remain under rule of executive session or if they can be released to the public.

**Staffing:**
On the agenda this month is a resolution to approve the hiring of Ms. Cara Wuchenich as Administrative Specialist. The Board has been provided a copy of the resume of Ms. Wuchenich. Her start date would be March 14, 2018. The starting salary will be: $35,500. This position has been changed from the Purchasing Coordinator position with a starting salary of $55,000.

**Travel and Training:**
On the agenda this month is one training request:

Hexagon’s annual international conference, HxGN LIVE, takes place this year from June 12-15, 2018 in Las Vegas, Nevada. This request for overnight travel is for three (3) attendees from ACDC. The conference offers
opportunities to brainstorm and problem solve different challenges with experienced leaders in addition to providing hundreds of technical, educational and hands-on workshops and keynotes.

**Budget FY2018**

**Budget Transfers:**
For the FY18 budget, there are two requested budget transfers. The first is to transfer funds from 4000-5820-53828 (Contingencies) to 4000-5820-53090 (Other Professional Services) to cover the cost of court transcription services. The total amount of the transfer is $3,000.00.

The second requested budget transfer is the transfer of funds from 4000-5820-53828 (Contingencies) to 4000-5820-53310 (Repair Maint Infrastructure) to cover the cost of a work invoice and miscellaneous repairs. The total amount of the transfer is $3,000.00.

**Payment of Claims:**
On the agenda this month, there is the Payment of Claims as listed below. The Bill’s list includes Chairman’s authorization letter, Detail listing of obligations vs. budget, DuPage County Auditor’s letter and Bank Account Payment History Report for Internal and External Payments for March FY18.

**Bills List FY18**

**External**
Total for all invoices for three accounts in total amount of $173,925.77
Total for Fund 5800: $1,615.24
Total for Fund 5810: $145,906.06
Total for Fund 5820: $26,404.27

**Change Orders:**
There is one change order on the agenda this month.

AT&T Inc.: Purchase Order 950905/2031-1: Change Order #1 is to amend this purchase order to include an existing circuit from the DU-COMM PRI line account that was not documented in the initial ETSB consolidation of the PSAP’s PRI services. This is a non-monetary change order.

**Revenue and Expenditures**

**Revenue:** Wireline, Wireless and Equalization Revenue Reports are on the consent agenda. Revenue from NetRMS billing has been completed; all agencies have remitted FY17 payment. The review of the FY18 costs and numbers of users will begin this month, with invoicing going out in April.

**NetRMS Reimbursement Costs by Agency**

<table>
<thead>
<tr>
<th>Agency</th>
<th>FY2014</th>
<th>FY2015</th>
<th>FY2016</th>
<th>FY2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMS Billed</td>
<td>$173,422.06</td>
<td>$78,438.32</td>
<td>$123,983.18</td>
<td>$79,499.94</td>
</tr>
<tr>
<td>RMS Remitted</td>
<td>$173,422.12</td>
<td>$78,438.12</td>
<td>$123,983.18</td>
<td>$79,499.94</td>
</tr>
<tr>
<td>Addison</td>
<td>$10,728.28</td>
<td>$5,333.19</td>
<td>$9,064.41</td>
<td>$4,408.22</td>
</tr>
<tr>
<td>Remitted</td>
<td>$10,728.28</td>
<td>$5,333.19</td>
<td>$9,064.41</td>
<td>$4,408.22</td>
</tr>
<tr>
<td>Bensenville</td>
<td>$6,083.05</td>
<td>$2,666.59</td>
<td>$4,098.69</td>
<td>$2,685.47</td>
</tr>
<tr>
<td>Remitted</td>
<td>$6,083.05</td>
<td>$2,666.59</td>
<td>$4,098.69</td>
<td>$2,685.47</td>
</tr>
<tr>
<td>Carol Stream</td>
<td>$9,290.47</td>
<td>$4,276.81</td>
<td>$6,620.96</td>
<td>$4,560.23</td>
</tr>
<tr>
<td>Remitted</td>
<td>$9,290.47</td>
<td>$4,276.81</td>
<td>$6,620.96</td>
<td>$4,560.23</td>
</tr>
<tr>
<td>Darien</td>
<td>$4,866.44</td>
<td>$2,163.46</td>
<td>$3,546.94</td>
<td>$2,178.77</td>
</tr>
<tr>
<td>Remitted</td>
<td>$4,866.44</td>
<td>$2,163.46</td>
<td>$3,546.94</td>
<td>$2,178.77</td>
</tr>
<tr>
<td>DuPage Forest</td>
<td>$3,318.03</td>
<td>$1,509.39</td>
<td>$2,128.17</td>
<td>$1,266.73</td>
</tr>
<tr>
<td>Remitted</td>
<td>$3,318.03</td>
<td>$1,509.39</td>
<td>$2,128.17</td>
<td>$1,266.73</td>
</tr>
<tr>
<td>DuPage Sheriff</td>
<td>$32,184.84</td>
<td>$13,836.10</td>
<td>$22,463.97</td>
<td>$14,542.05</td>
</tr>
</tbody>
</table>
Emergency Telephone System Board of DuPage County
Monthly Report
March Board Meeting

<table>
<thead>
<tr>
<th>Remitted</th>
<th>DuPage SAO</th>
<th>Elmhurst</th>
<th>Glen Ellyn</th>
<th>Glendale Heights</th>
<th>Hanover Park</th>
<th>Hinsdale</th>
<th>Itasca</th>
<th>Lisle</th>
<th>Oak Brook</th>
<th>Oakbrook Terrace</th>
<th>Roselle</th>
<th>Villa Park</th>
<th>Warrenville</th>
<th>West Chicago</th>
<th>Westmont</th>
</tr>
</thead>
<tbody>
<tr>
<td>$32,184.84</td>
<td>$331.80</td>
<td>$10,838.88</td>
<td>$5,972.45</td>
<td>$8,626.87</td>
<td>$10,507.08</td>
<td>$3,760.43</td>
<td>$3,649.83</td>
<td>$5,530.04</td>
<td>$5,419.44</td>
<td>$3,318.03</td>
<td>$4,866.44</td>
<td>$6,193.65</td>
<td>$4,424.03</td>
<td>$6,414.85</td>
<td>$2,280.11</td>
</tr>
<tr>
<td>$13,836.10</td>
<td>$150.94</td>
<td>$4,880.37</td>
<td>$3,069.10</td>
<td>$3,823.80</td>
<td>$4,679.12</td>
<td>$1,559.71</td>
<td>$1,760.96</td>
<td>$2,565.97</td>
<td>$2,767.22</td>
<td>$1,559.71</td>
<td>$2,213.78</td>
<td>$2,968.47</td>
<td>$2,012.52</td>
<td>$2,767.22</td>
<td>$2,280.11</td>
</tr>
<tr>
<td>$22,463.97</td>
<td>$236.46</td>
<td>$8,118.56</td>
<td>$4,335.15</td>
<td>$5,990.35</td>
<td>$7,487.99</td>
<td>$2,837.55</td>
<td>$1,891.70</td>
<td>$4,098.69</td>
<td>$4,650.44</td>
<td>$2,285.81</td>
<td>$3,074.02</td>
<td>$4,571.61</td>
<td>$3,231.66</td>
<td>$4,256.33</td>
<td>$2,736.14</td>
</tr>
<tr>
<td>$14,542.05</td>
<td>$152.01</td>
<td>$5,066.92</td>
<td>$2,685.47</td>
<td>$3,698.85</td>
<td>$4,864.24</td>
<td>$1,773.42</td>
<td>$1,216.06</td>
<td>$2,685.47</td>
<td>$2,634.80</td>
<td>$1,570.74</td>
<td>$1,570.74</td>
<td>$1,874.76</td>
<td>$1,925.43</td>
<td>$2,736.14</td>
<td>$2,736.14</td>
</tr>
</tbody>
</table>

Procurement/Major Contracts

Open Purchase Order Utilization:

<table>
<thead>
<tr>
<th>Purchase Order FY18</th>
<th>Total</th>
<th>Year to Date</th>
<th>Remaining Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY18 CDW-G</td>
<td>$35,000.00</td>
<td>$8,723.43</td>
<td>$26,276.57</td>
</tr>
<tr>
<td>FY18 Dell</td>
<td>$20,000.00</td>
<td>$0</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>FY18 Motorola</td>
<td>$50,000.00</td>
<td>$8,000.22</td>
<td>$41,999.78</td>
</tr>
</tbody>
</table>
Purchase Requests:
On the agenda this month is one purchase order request for board consideration.

Police Legal Sciences, Inc.: Purchase order 918118 for monthly web-based training for 151 Telecommunicators. Law Enforcement training from PLS is a reality-based online training for TCs. Lessons are available online 24/7 which is critical so all shifts can easily access training. TCs experience actual 911 calls each month and then participate in an analysis of the call through visualization of the scene. This is the third renewal of PLS services. Total amount of request: $9,060.00.

Procurement/Sourcing Activities:
Fire Station Alerting (FSA) (16-167-RC):
Staff and the States Attorney’s Office are working with the lowest responsible bidder to formulate a contract. This contract will not be ready for the ETS Board at the March 13 meeting. Staff is hopeful for the second March meeting or April.

GPS for DEDIRS:
Staff is working with Motorola to determine the cost to implement GPS within the system for both police and fire. A second meeting which included Motorola, police, fire and PSAP representatives was held on March 6. Motorola has direction from this group which will allow them to formulate a proposal.

9-1-1 Core System Management – Matthew Theusch
Jerry Furmanski/Network, Kris Cieplinski/CAD, Mike DiGiannantonio/GIS

Customer Premise Equipment (CPE):
The remote equipment to bring 1471 Jeffrey online has arrived and is being configured by AT&T and Airbus staff. They anticipate having the work complete by March 16th.

The ADE circuit (network connecting the two servers) components have been installed at 1471 Jeffrey. The other end of the circuit at 600 Wall Street ran into an issue. AT&T needed to access a manhole cover that was paved over to splice the fiber into the building. This work was delayed because of a County requirement that prevents cutting into pavement if precipitation is forecasted within 48 hours. The fiber is now spliced and tested good. AT&T will install the CIENA by March 9 and complete the circuit order. They anticipate having the network available for testing the week of March 19th.

The final component is the installation of the workstations at 1471 Jeffrey. Currently the equipment is being remotely configured by Airbus at 3 Friendship. They will have the workstations in place for testing the week of March 19th.

ETSB and Airbus staff are creating the agenda for a self-maintainer training that will take place in April. This training will allow ETSB staff to update the GIS data in the CPE system on the same schedule as the CAD map.

9-1-1Net and 9-1-1 Data:
Staff and the PSAP Directors are developing a comprehensive report utilizing the analytics of the new CPE system. There is no report for this month. Staff is hopeful that a report will be finalized and data for this fiscal year will be provided through the internal systems next month. 9-1-1Net data provided by West/Intrado for AT&T is still inaccurate and attributing calls to ACDC.

Network:
The remote sites except for Forest Preserve are connected. ETSB staff is working with Comcast and DU-COMM to move hosts and services to the new subnets. We have experienced issues with connectivity between DPSO and ACDC/DU-COMM. The transfer rate is very low, and packets are fragmented. Also, CAD communication gets dropped. Comcast is actively working on it. ETSB staff is working with PSAP staff to come up with contingency plans in the event that Comcast cannot solve the identified issues.

NetMotion:
We are continuing to test the connections and MPS/FBR applications.
SONET:
No major connectivity problems this month. The PMDC switch has been replaced and upgraded to version 7. No additional problems were reported.

Records Management System (NetRMS):
The RMS Manager continues to provide NetRMS support and general NetRMS maintenance. ETSB Staff continue to assist, as needed. The new email for support tickets is rmssupport@dupageco.org. Users will continue to use the same phone number for emergency situations.

### NetRMS Service Requests

<table>
<thead>
<tr>
<th></th>
<th>February</th>
<th>January</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of New Tickets</td>
<td>38</td>
<td>41</td>
</tr>
<tr>
<td>Number of Closed Tickets</td>
<td>33</td>
<td>38</td>
</tr>
<tr>
<td>Number of Open Tickets</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>Average Age of Open Tickets</td>
<td>8 days</td>
<td>7 days</td>
</tr>
</tbody>
</table>

DuPage Justice Information System (DuJIS)

DuJIS IGA and Costs:
The first meeting of the PRMS Oversight Committee convened, pursuant to the Intergovernmental agreements, on February 20. The calendar of meetings includes the following Tuesdays: June 19, September 18 and December 4. States Attorney Robert Berlin was named Chairman and Dave Fieldman was named Vice Chairman. The other committee members are as follows: County representatives: Tom Cuculich, Paul Rafac, Don Carlson; ETSB: Linda Zerwin, Sheriff’s Office: Chief Kruse; DMMC: Brad Bloom, Joe Breinig, Rick Ginex, Mark Franz and Greg Vesta.

One of the items discussed by the committee that is pertinent to ETSB was invoicing. The Committee determined that the first installment could be sent out to meet the requests of some municipalities. Invoices for the first capital installment were mailed out by the County IT department on Friday, March 2. The Chiefs will be receiving them electronically, as well. This should allow agencies with an April 30 fiscal year end to meet their budget goals. See additional under the DuJIS Project.

DuJIS PRMS:
See the RMS Manager’s Memorandum at the end of this report.

DuJIS CAD:
In the month of February, the ETSB and the CAD and MPS teams attended a CAD/MPS Tune-up hosted by Hexagon CAD and MPS implementers. The CAD performed as expected and does not currently require many adjustments. The Police and Fire MPS builds have a few remaining service requests with Hexagon. In March, we will be conducting an MPS/CAD test session with the MPS and CAD team members. We will work through a few dispatch test scenarios heavily utilizing the mobile software. We will continue to work on service requests we have open with Hexagon.

ETSB and Hexagon staff are using the additional configuration time to fine tune the data being uploaded to the system. The CAD administrator and GIS Coordinator are working with the PSAPs to format paging groups and clean up common places and aliases.

DuJIS Geographic Information Systems Data:
The Geographic Information Systems (GIS) Team has completed all data input that is required for the Hexagon CAD system. This includes address points, routing (speed limits, one-ways, street classes, and street levels), common places, and agency jurisdictions. Due to the delay in the roll out of the new CAD system, all data is being reviewed in depth and new data is being added.
The new map for the Hexagon CAD system has been developed and is continually being updated based on feedback. This map will be deployed at the PSAPs and on the mobile computers in the field.

The GIS Team continues to document any feedback and enhancements. This feedback is taken under advisement and will be decided if it can be implemented by go live or at a later date.

**DuPage Interoperable Emergency Dispatch Radio System (DEDIRS)**

**DEDIRS Maintainer:**
The monthly DEDIRS maintainer report is included at the end of this document. The Monthly Incident Report is a partial document because of an internal system upgrade of the ticketing system at Motorola. A full report will be submitted next month.

**Policy Advisory Committee (PAC):**
The PAC met on March 6th. The agenda items included an update of the process of third touch of the radios and the request for GPS for DEDIRS portable and mobile radios. There is a request for access to the DEDIRS system on the ETS Board agenda for the Drug Enforcement Administration (DEA). Notice has been sent out to the membership and; to date, there have been no objections or additional recommendations. The PAC approved the application pending the 14 day notice period. DEA will also have to provide an executed copy of the standard agreement. The next meeting will be a special call on Monday, April 9 at 12:30pm.

**Construction Projects**

**ACDC – Jeffrey Drive**
The actual “go-live” date of the center will be end of March or early April, 2018 pending some final AT&T configuration at the site.

**DU-COMM / County Farm**
Work continues on the DU-COMM building project. Finish work continues on the building. DU-COMM staff is finalizing furniture selection. The pictures below include a view of the underfloor raceway and floor installation, and a view of the kitchen millwork, locker room and shower unit.
Campus North Tower Maintenance – County Farm Road
The Campus North Tower needed two beacons and two side markers replaced. ETSB contracted with Tower Works for these replacements and the work was completed within a week. The maintainer provided some interesting photos of the lamp and the view from the top of the tower.
Intergovernmental Agreement (IGA)/Oversight:

As of January 31st, all thirty-three (33) municipalities/county agencies have returned their IGA. The first meeting of the PRMS Oversight Committee was held on February 20th. To accommodate agencies with an April 30th fiscal year end, direction was given during the meeting to proceed with invoicing. The County IT department sent the first invoices via USPS on Friday March 2nd. The next PRMS Oversight Committee meeting is scheduled for June 19, 2018, at 2:00 pm; however, a special call meeting may be held to discuss an expected Hexagon contract change order.

PRMS Module:

During February, County staff continued work with Hexagon to finalize a project timeline that meets the county’s needs. County staff has identified times and locations for all Hexagon lead training classes. The proposed schedule has been sent to Hexagon, and Hexagon is adjusting the project schedule to accommodate. The tentative training schedule will allow agencies approximately 90 days to perform end-user training.

System Configuration:

Hexagon gave the County a high-level description of the system improvements that are scheduled to be implemented in the July system patch. At the request of the County, Hexagon is to provide monthly update reports on the configuration progress of these improvements. This will give the County the opportunity to monitor Hexagon’s progress.

The RMS Team continued to work with Hexagon’s implementers on system configuration. Work continued on the FBR form mapping. The Incident form mapping and the Field Interview form mapping has been completed and approved by the County. Further discussion is ongoing for the DUI, Domestic Violence, Juvenile Data Sheet, Missing Persons, and Impound forms. Additionally, Hexagon provided a list of required codes needed for 11 WebRMS modules. The RMS Team will meeting in March to gather these codes.

RMS Test Plan and Test Case Creation and Consulting:

The County and Hexagon will be holding a Test Plan workshop the week of March 29th. County staff worked with Hexagon to finalize the agenda for the upcoming workshop. To prepare for the workshop, County staff has been working to re-organize the test scenarios that the RMS Team has developed. The goal is to have the test plans finalized by May.
To: Linda Zerwin, ETSB Executive Director  
From: Michael Galvin, Project Manager  
Date: February 28, 2018  
Re: DuJIS Project Monthly Summary

**CAD/RMS Replacement Project**

During the month of January, Hexagon conducted the CAD/MPS System Tune-up. The intent of the tune-up was to review the functionality and status of the current CAD and Mobile builds, identifying any additional areas that require refinement. Overall, the workshop went well and the CAD and Mobile builds are in excellent shape. With the go-live date being pushed back until February 2019, the CAD and Mobile build teams will continue to refine the system builds and conduct additional testing on the system. At this time, there are no formal workshops planned in the near future; rather, the teams will work internally and coordinate with Hexagon on an ad hoc basis as they continue to finish the final builds of the application.

In addition to the CAD/MPS System Tune-up, the implementation team has worked with Hexagon to finalize the remainder of the schedule. At this time, the intent is to complete the majority of Hexagon-led training at the end of summer, with the majority of end-user training to be conducted in the fall. This will give approximately 90 days from the conclusion of the Hexagon-led training until the projected go-live date, which should be more than adequate time for agencies to conduct their internal end-user training.

The RMS Build Team continues to refine the test plans. In March, Hexagon will be on-site to conduct a consulting workshop and, ideally, finalize all test plans for the future Factory Acceptance Testing (FAT) and Site Acceptance Testing (SAT) occurring later this year. Internally, Hexagon continues its development of the features and functionality that are due for the July release. Hexagon will also be scheduling a module-by-module review of the RMS with the RMS Build Team, however a final date has not been scheduled.

During the month of February, we also established bi-weekly reviews of service requests and interface reviews. This will aid in keeping all team members informed of the latest status regarding interface development as well as the actions taken by Hexagon in regard to the County’s service requests.

During the month of March, the CAD and Mobile build teams will continue their refinement of the CAD and Mobile applications and Hexagon will be on-site to conduct the Test Plan and Test Cases Consulting Workshop.
## Project Overview

<table>
<thead>
<tr>
<th>Budget</th>
<th>Schedule</th>
<th>Scope</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>On target</td>
<td>On target</td>
<td>On target</td>
<td>Good</td>
</tr>
<tr>
<td>Below target</td>
<td>Behind</td>
<td>Behind</td>
<td>Average</td>
</tr>
<tr>
<td>Above target</td>
<td>Ahead</td>
<td>Ahead</td>
<td>Poor</td>
</tr>
</tbody>
</table>

- **RED**: One or more of the following remain unhandled: significant risks and/or issues; behind schedule by >10%, over budget by >10%.
- **YELLOW**: There is a plan in place to rectify one or more of the following: significant risks and/or issues; behind schedule <=10%, over budget <=10%.
- **GREEN**: Delivery is on schedule to budget and quality. No significant risks or issues.

### Project Performance - Period ending February 28 2018

- **GREEN**: CAD/MPS Tune Up was conducted, overall everyone was satisfied that a lot was accomplished in both the Police and Fire side of SR’s. Fire has 3 SR’s remaining, none are critical and will be worked and continue to be tracked.
- **RED**: Hexagon has established a weekly SR review which includes interfaces tracking. During the February On site meeting the interfaces were covered in-depth and agreed status and path ahead. Interface questionnaires and ICDs review by DuPage - behind project schedule. Per the schedule, Hexagon has resources scheduled for the next five weeks to focus on interfaces testing and completion. DuPage is working to obtain the additional information from 3rd parties to complete the ICDs. DuPage has ICDs to review and provide feedback and/or signature. (on-going).
- **RED**: WebRMS Test Plan and Test Case consulting will be on site March 20-23 2018 for a workshop. Agenda and multiple discussions on the focus of the workshop has been held. DuPage has been creating the Test Plans and Test Cases with Hexagon providing guidance/assistance. The target date for the completion of the Test Plans and Test Cases is End of May 2018.
- **YELLOW**: Modifications to the training schedule/tasks meeting was held on February 23 2018 and the update schedule will be provided to DuPage with the recommended changes on February 27 2018.

### Project Activities

#### Objectives Completed This Period

- On Site meeting at DuPage
  1. Coordinated the Test Plan and Test Cases workshop on March 20. Hexagon to provide roles and responsibilities for this workshop.
  2. CAD/MPS Code Freeze - Hexagon has established a August 1 2018 date for CAD/MPS and WebRMS.
  3. CAD/MPS Tune Up was completed and Hexagon will provide a report by February 28 2018.
  4. DuPage has requested a price quote for data conversion. Requested a quote from Sales.
  5. ANI/ALI conceptualization and Port List requested and follow up with Bob Sebring for information.
  6. Covered in depth the status of interfaces. This will also be covered during the by weekly meetings.
  7. Training schedule was discussed and a follow on meeting was held on Friday February 23 2018. Input from DuPage was added to the updated schedule and will be sent to Michael on February 27 2018 for a review and lock in approval.
  8. DuPage (David J) requested a WebRMS Workshop Module Review on site to have an in depth review of modules including the status of all code tables. Jim will provide a date by February 27 2018.
  9. Additional discussions were covered during the meeting.

#### Objectives NOT Completed This Period

- Interface questionnaires and ICDs review - partially completed
- WebRMS - Acceptance Test Plan and Test Cases

#### Objectives for Next Period

- Test Plans and Test Cases Workshop March 20-23 2018
- Updated MS Project Schedule Finalized
- Hexagon to provide roles and responsibilities for Test Plans and Test Cases Workshop by February
- Lock in GIS support

### Change Orders

<table>
<thead>
<tr>
<th>Change Order #2 rev. 1</th>
<th>Date</th>
<th>Status</th>
<th>Description</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1/30/17</td>
<td>Complete - 03/14/2017</td>
<td>Visual Studio 2012 change to 2015 version &amp; VMWare vCenter v5 to v6 version</td>
<td></td>
</tr>
</tbody>
</table>
### New Project Issues

| ICDs and questionnaires. A tracking list has been developed and submitted to DuPage. The majority of these (questionnaires) have been delivered. Several ICDs are in review by DuPage. Multiple WebRMS ICDs are being created based on known information provided, or ICD creation is waiting on information to be provided by DuPage. | In process. Progress made on several ICDs during the month of November. Several LiveScan ICDs still outstanding due to waiting on specifications from the LiveScan vendors. | DuPage / Hexagon | ASAP, based on the specific ICD. |
| Hexagon will provide a support on site team for Test Plan and cases. | Hexagon will coordinate a team to go on site at DuPage and work on the test plans with the DuPage team. | Hexagon PM and DuPage PM | March 20-23 |
| Milestones will need to be relooked and scheduled | This will be discussed at the Executive Level and the Hexagon Team will make documentation changes once finalized. | Hexagon Executive Team and DuPage Executive Team | TBD |

### Milestones / Deliverables

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Baseline Date</th>
<th>New Date</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - Project Kickoff Meeting</td>
<td>Aug/16</td>
<td>Aug/16</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>2 - Server HW order</td>
<td>Aug/16</td>
<td>Aug/16</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>3 - Installation of base COTS I/CAD software in first environment</td>
<td>Nov/16</td>
<td>Dec/16</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>4 - Installation of base COTS WebRMS SW in first environment</td>
<td>Nov/16</td>
<td>Dec/16</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>5 - I/CAD Essentials for Core Team (IPST 2001)</td>
<td>Jan/17</td>
<td></td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>6 - WebRMS and FBR System Overview Training</td>
<td>Jan/17</td>
<td></td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>7 - CAD System Configure 3</td>
<td>Jul/17</td>
<td></td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>8 - WebRMS Configuration Workshop 3</td>
<td>Apr/17</td>
<td></td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>9 - Mobile for Public Safety Configuration Workshop 3 for Law</td>
<td>Aug/17</td>
<td></td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>10 - WebRMS Configuration Workshop 5</td>
<td>Jun/17</td>
<td></td>
<td>Task realignment necessary. (CO #5)</td>
</tr>
<tr>
<td>11 - Map Roll Consulting for I/CAD Systems (IPST8004)</td>
<td>Aug/17</td>
<td>Nov/17</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>12 - CAD, MPS and CAD Integration Testing</td>
<td>Nov/17</td>
<td>Dec/17</td>
<td>Completed and acceptance form delivered</td>
</tr>
<tr>
<td>13 - WebRMS, FBR and WebRMS Integration Testing</td>
<td>Nov/17</td>
<td></td>
<td>Task realignment necessary. (CO #5)</td>
</tr>
<tr>
<td>14 - RMS Train-the-Trainer Training</td>
<td>Feb/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 - CAD Train-the-Trainer Training</td>
<td>Mar/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16 - Cutover of WebRMS and FBR Subsystems to Production Use at the</td>
<td>Jun/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17 - Cutover of I/CAD and MPS Subsystems to Production Use at the</td>
<td>Jun/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 - Acceptance of 30 day Reliability Period for CAD</td>
<td>Jul/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19 - 30 day Reliability Period for WebRMS</td>
<td>Jul/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 - Cutover of Firehouse Interface in First Additional Agency</td>
<td>Jun/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21 - Cutover of Smart911 in First Additional Agency</td>
<td>Jun/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22 - Cutover of BEAST Interface in First Additional Agency</td>
<td>Jun/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23 - Cutover of LiveScan Interface in First Additional Agency</td>
<td>Jun/18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Vacation / Off Site

<table>
<thead>
<tr>
<th>Resource</th>
<th>Purpose</th>
<th>From</th>
<th>To</th>
<th>Comments</th>
</tr>
</thead>
</table>

### Notes
Memorandum

TO: Linda Zerwin, ETSB Executive Director
DATE: Friday, March 2, 2018
FROM: Matthew Baarman, Deputy Director
RE: DEDIRS Maintenance Status Report

Next Touch Preparation:
The standard talkgroup list, templates, and aliases were sent to all DuPage Fire agencies. Agencies given a deadline of March 1 to complete and submit via Track-it. While fire agencies work to complete this task, radio manager containers were updated to the latest version of software. Once all templates and aliases are received, code plug creation will begin. Police agencies are standardizing aliases to the “3Digit Agency Abbreviation” + “Sequential number”, so all police aliases can be in every police portable. A more descriptive alias will only be updated in the console database for Telecommunicators to view. Police agencies continue to review and update the conventional frequency resource list.

Radio Repairs:
The most common issue is the top knob assembly. A supply of spare parts was purchased to improve the repair turnaround time. The repairs for the last 13 months is as follows:

![Radio Repairs Graph]

12
**Talkgroup Usage:**
The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from February 1 thru February 28, 2018 are as follows (all time in seconds):

<table>
<thead>
<tr>
<th>Talkgroup Alias</th>
<th>Total Group Time</th>
<th>Group Count</th>
<th>Longest Call Time</th>
<th>Group Busy Count</th>
<th>Longest Busy Time</th>
<th>Count of Rejects</th>
</tr>
</thead>
<tbody>
<tr>
<td>DU 3EAST</td>
<td>251,350</td>
<td>82,988</td>
<td>41</td>
<td>0</td>
<td>0</td>
<td>1,603</td>
</tr>
<tr>
<td>DU ACDC 3</td>
<td>243,078</td>
<td>70,822</td>
<td>44</td>
<td>0</td>
<td>0</td>
<td>988</td>
</tr>
<tr>
<td>DU 3WEST</td>
<td>222,860</td>
<td>72,089</td>
<td>60</td>
<td>0</td>
<td>0</td>
<td>1,280</td>
</tr>
<tr>
<td>DU 1EAST</td>
<td>209,672</td>
<td>64,673</td>
<td>42</td>
<td>0</td>
<td>0</td>
<td>1,234</td>
</tr>
<tr>
<td>DU 1NORTH</td>
<td>190,691</td>
<td>61,679</td>
<td>46</td>
<td>0</td>
<td>0</td>
<td>802</td>
</tr>
<tr>
<td>DU 1SOUTH</td>
<td>188,036</td>
<td>58,700</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>826</td>
</tr>
<tr>
<td>DU 1WEST</td>
<td>173,123</td>
<td>55,455</td>
<td>47</td>
<td>0</td>
<td>0</td>
<td>696</td>
</tr>
<tr>
<td>DU 3SOUTH</td>
<td>164,197</td>
<td>49,558</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>629</td>
</tr>
<tr>
<td>DU DPSO F1</td>
<td>162,539</td>
<td>50,686</td>
<td>43</td>
<td>0</td>
<td>0</td>
<td>676</td>
</tr>
<tr>
<td>DU DWG WT 1</td>
<td>157,269</td>
<td>49,646</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>15</td>
</tr>
<tr>
<td>DU 7SOUTH</td>
<td>157,076</td>
<td>49,393</td>
<td>39</td>
<td>0</td>
<td>0</td>
<td>740</td>
</tr>
<tr>
<td>DU 7WEST</td>
<td>147,140</td>
<td>46,076</td>
<td>40</td>
<td>0</td>
<td>0</td>
<td>467</td>
</tr>
<tr>
<td>DU ACDC 2</td>
<td>144,475</td>
<td>42,243</td>
<td>35</td>
<td>0</td>
<td>0</td>
<td>532</td>
</tr>
<tr>
<td>DU FIRE NORTH</td>
<td>140,060</td>
<td>37,402</td>
<td>51</td>
<td>0</td>
<td>0</td>
<td>358</td>
</tr>
<tr>
<td>DU FIRE EAST</td>
<td>120,520</td>
<td>32,284</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>531</td>
</tr>
<tr>
<td>DU FD ACDC1</td>
<td>98,883</td>
<td>23,758</td>
<td>34</td>
<td>0</td>
<td>0</td>
<td>135</td>
</tr>
<tr>
<td>DU FIRE SOUTH</td>
<td>94,999</td>
<td>24,840</td>
<td>36</td>
<td>0</td>
<td>0</td>
<td>445</td>
</tr>
<tr>
<td>DU PW 1</td>
<td>74,567</td>
<td>20,959</td>
<td>53</td>
<td>0</td>
<td>0</td>
<td>419</td>
</tr>
<tr>
<td>DU DPSO COURT</td>
<td>56,712</td>
<td>17,692</td>
<td>35</td>
<td>0</td>
<td>0</td>
<td>951</td>
</tr>
<tr>
<td>DU COD 1</td>
<td>53,155</td>
<td>13,208</td>
<td>41</td>
<td>0</td>
<td>0</td>
<td>242</td>
</tr>
</tbody>
</table>

**February Track-it Issues:**
- Number of New Tickets = 19
- Number of Closed Tickets = 29
- Number of Open Tickets = 37
- Average age of Open Tickets = 410 days

A few of the largest impact categories are:
- 9 tickets - Loaner request - 845 days (tickets left open while radios are on loan)
- 13 tickets - Third touch - 523 days
- 9 tickets – Broken Part - 42 days
<table>
<thead>
<tr>
<th>Incident Number</th>
<th>Customer</th>
<th>TRAC I.D.</th>
<th>Date In *</th>
<th>Date Out</th>
<th>Priority</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>INC00001011825</td>
<td>Starcom 21</td>
<td>0214100117</td>
<td>2/21/2018 10:01</td>
<td>2/24/2018 2:07</td>
<td>Low</td>
<td>Tech completed verification check.</td>
</tr>
<tr>
<td>INC00001019017</td>
<td>Starcom 21</td>
<td>0214100119_(NICE)</td>
<td>3/5/2018 10:32</td>
<td>3/5/2018 12:00</td>
<td>Low</td>
<td>CRQ: TRS and logger removed due to CRQ.</td>
</tr>
<tr>
<td>INC00001019517</td>
<td>Starcom 21</td>
<td>0214100119_(NICE)</td>
<td>3/5/2018 11:02</td>
<td>3/5/2018 11:02</td>
<td>Low</td>
<td>After reboot will work for a few seconds and fail again.</td>
</tr>
</tbody>
</table>

### EQUALIZATION SURCHARGE AND REVENUE FOR FISCAL YEAR: FY2018

#### Fiscal Year 2018

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Month Received:</td>
<td>Dec 17</td>
<td>Jan 18</td>
<td>Feb 18</td>
<td>Mar 18</td>
<td>Apr 18</td>
<td>May 18</td>
<td>Jun 18</td>
<td>Jul 18</td>
<td>Aug 18</td>
<td>Sep 18</td>
<td>Oct 18</td>
<td>Nov 18</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Disbursement</td>
<td>$599,817.91</td>
<td>$566,629.95</td>
<td>$618,246.90</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc. Revenue</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplemental Revenue</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### EQUALIZATION SURCHARGE HISTORY

<table>
<thead>
<tr>
<th>Month of</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>PrePaid Back pay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Wireless Carrier xfer</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>FY 2016</td>
<td>N/A</td>
<td>$580,555.87</td>
<td>$542,517.55</td>
<td>$743,171.81</td>
<td>$874,131.18</td>
<td>$725,522.32</td>
<td>$712,096.19</td>
<td>$517,623.85</td>
<td>$620,047.11</td>
<td>$626,455.30</td>
<td>$599,721.32</td>
<td>$594,666.10</td>
<td>$6,937,468.60</td>
</tr>
<tr>
<td>FY 2017</td>
<td>$722,868.38</td>
<td>$680,994.05</td>
<td>$649,029.93</td>
<td>$810,751.53</td>
<td>$695,361.11</td>
<td>$749,258.32</td>
<td>$833,394.09</td>
<td>$557,280.60</td>
<td>$599,817.91</td>
<td>$566,629.95</td>
<td>$618,246.90</td>
<td>-</td>
<td>$7,483,630.77</td>
</tr>
<tr>
<td>Supplemental Surcharge Disbursements</td>
<td>$40.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$40.00</td>
</tr>
<tr>
<td>Misc Payments</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>FY 2018</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**Attachment:** Revenue Report for March 13 (17-18-16 : Revenue Report for March 13)
## WIRELESS SURCHARGE AND REVENUE FOR FISCAL YEAR: FY2018

**Remitted for Month of**

<table>
<thead>
<tr>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,350,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,350,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,350,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,350,000.00</td>
</tr>
</tbody>
</table>

### 6.B.1.a

**Wireless Revenue History - Surcharge Remittance Only**

### 6.B.1.a

**Revenue Report for March 13**

<table>
<thead>
<tr>
<th>Month Disbursement</th>
<th>Dec 17</th>
<th>Jan 18</th>
<th>Feb 18</th>
<th>Mar 18</th>
<th>Apr 18</th>
<th>May 18</th>
<th>Jun 18</th>
<th>Jul 18</th>
<th>Aug 18</th>
<th>Sept 18</th>
<th>Oct 18</th>
<th>Nov 18</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>State</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Surplus</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Radio Reimbursement</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

**Total**

| $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**For additional equipment requested by agencies or insurance claims reimbursements**

---

*PSC Grant for radio system transferred to 911 for grant received grant reimbursement in March FY’11*
## Wireline Surcharge and Revenue for Fiscal Year: FY2018

<table>
<thead>
<tr>
<th>Month Received</th>
<th>17-Dec</th>
<th>18-Jan</th>
<th>18-Feb</th>
<th>18-Mar</th>
<th>18-Apr</th>
<th>18-May</th>
<th>18-Jun</th>
<th>18-Jul</th>
<th>18-Aug</th>
<th>18-Sep</th>
<th>18-Oct</th>
<th>18-Nov</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Received</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Other payments</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>NetRMS Reim.</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

### Remitted for Month Received

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>$6,090.52</td>
<td>$4,120.00</td>
<td>$39.75</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$784.29</td>
<td>$10,250.27</td>
</tr>
<tr>
<td></td>
<td>$25,064.57</td>
<td>$30,654.85</td>
<td>$22,851.80</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$86,830.29</td>
</tr>
</tbody>
</table>

### Misc. and Refunds

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

### Other payments

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

### NetRMS Reim.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

### 2020

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

### TOTAL

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$6,090.52</td>
<td>$4,120.00</td>
<td>$39.75</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$97,080.56</td>
</tr>
</tbody>
</table>

---

Attachment: Revenue Report for March 13 (17-18-16 : Revenue Report for March 13)
1. **CALL TO ORDER**

8:50 AM meeting was called to order by Chairman Gary Grasso at 8:50 AM.

2. **ROLL CALL**

| PRESENT: | Eckhoff, Grasso, Block, Connolly (Remote), Tegtmeyer, Tillman, McGinnis, Kruger |
| ABSENT: | Kruse, Franz |

**ETSB STAFF:**
- Linda Zerwin
- Matt Theusch
- Jerry Furmanski
- Kris Cieplinski

**COUNTY CLERK:**
- Paul Hinds, County Clerk

**STATE’S ATTORNEY:**
- Brian Gorka

**ATTENDEES:**
- John Madden - Burr Ridge PD
- Steve Herron - Roselle PD
- Bill Srejma - ACDC
- Jennifer Rizzo - Downers Grove PD
- Jan Barbeau - SAO
- Matt Baarman - DU-COMM
- Kathy King - County Clerk
- Geoffrey Pretkelis - Bartlett PD
- Delores Temes - ACDC
- Gwen Henry - Treasurer
- Brandon Hurd - ACDC
- Dawn Dina - DU-COMM
ROLL CALL
On roll call, Chairman Grasso, Members Block, Eckhoff, Kruger, McGinnis, Tegtmeyer and Tillman were present. Members Franz and Kruse were not present at the time of roll call. Member Connolly was present by phone.

3. PUBLIC COMMENT
There was no Public comment.

4. CHAIRMAN'S REPORT
Chairman Grasso welcomed new Board member Diane McGinnis.

Chairman Grasso announced that the ribbon cutting for the new ACDC facility will be on January 29th at 5:00 p.m.

5. MEMBERS' REMARKS
There were no Members' remarks.

6. ACTION ITEMS

A. Change Orders

1. ETS-CO-0002-18 Resolution approving Change Order #12 to AT&T Inc. PO 950905/2031-1 for additional equipment for the move of the head end equipment into the new PSAP (Total amount not to exceed $75,000.00)

Member Eckhoff moved, seconded by Member Tillman, that Resolution #ETS-CO-0002-18, Resolution Approving Change Order #2 to AT&T Inc., PO 950905/2031-1 for Additional Equipment for the Move of the Head End Equipment into the new PSAP, be approved and adopted.

Member Kruger questioned if this will need to be done for DU-COMM. Ms. Zerwin replied that this includes the DU-COMM move.

Member Eckhoff moved, seconded by Member Tillman, that Resolution #ETS-CO-0002-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Grant Eckhoff, District 4
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, McGinnis, Kruger
ABSENT: Kruse, Franz
2. ETS-CO-0003-18 Resolution approving Change Order #3 to PO 950861/1165-1 to decrease and close the amount of the Smart911 Consultant hourly contract and release the remaining funds in the amount of $55.05

Member Kruger moved, seconded by Member Tegtmeyer, that Resolution #ETS-CO-0003-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: James Kruger, Chiefs of Police Association Representative
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
ABSENT: Franz

3. ETS-CO-0004-18 Resolution approving Change Order #1 to DU-COMM PO 950850/1071-1 to release $35,000.00 from FY16 to FY17 in the ERP software system (Non-monetary change order)

Member Block moved, seconded by Member Eckhoff, that Resolution #ETS-CO-0004-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Joe Block, Vice Chairman
SECONDER: Grant Eckhoff, District 4
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, McGinnis, Kruger
ABSENT: Kruse, Franz

B. Purchase Resolutions

1. ETS-R-0005-18 Awarding Resolution to Rave Wireless Inc dba Rave Mobile Safety PO 918108 for one (1) year renewal of Smart911 services (Total amount: $126,000.00)

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0005-18, Awarding Resolution to RAVE Mobile Safety d/b/a RAVE Mobile Safety, PO 918108 for One (1) Year Renewal of SMART911 Services, be approved and adopted.

Ms. Zerwin stated that the contract has an automatic renewal that requires a 90 day notice to cancel. The ETS Board had discussed the continuation of this contract in prior meetings and determined it would like to renew.

Chairman Grasso questioned what the increase in participation was. Ms. Zerwin replied that it is up 5%, around 30,000 participants. Chicago just purchased this
program and the County of Cook is already using Smart911. This should help in public awareness with the major media outlets.

Chairman Grasso remarked that to use Smart911, you must update the information yearly, or your profile will be suspended.

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0005-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Michael Tillman
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Tillman, McGinnis, Kruger
ABSENT: Grasso, Kruse, Franz

7. DEDIRS GPS DEPLOYMENT - DUPAGE COUNTY CHIEFS OF POLICE ASSOCIATION

Chairman Grasso said that he received a letter from the President of the DuPage Chiefs of Police Association, Frank Kosman outlining the basis for the GPS request.

Ms. Zerwin stated that when the radio system was in development, GPS was a not viable option. GPS was in the plan for 2019 but it not in the 2018 budget. “Third Touch” of the radios is underway for all 3500 radios so it is timely for the Chiefs Association to bring this matter forward. The monthly subscription for GPS is $2.00 per radio, per month which equals $85,000 a year. There is also infrastructure that would be required and how it would interface with the new CAD system. ETSB may already own the needed equipment through CAD system but this would have to be determined. The recommendation would be to form a work group to develop the scope of work. The group would include the Chiefs of Police IT Committee members and representatives from the fire service.

Chief John Madden, Burr Ridge, remarked that he would like to include GPS location in the CAD system.

Member Kruger stated that they had Motorola do a demo six months ago. The Police Association Technology Committee will work with Motorola.

Member Connolly said that the fire service has been looking at this technology as there are similar needs for fire departments. GPS is only one tool, one piece of technology, and they need to look at how all the technologies work together.

Member Tegtmeyer questioned where we go next in regard to the 3rd touch because the PSAPs need changes made to talk groups because of consolidation.

Ms. Zerwin replied that once the scope of work is determined, then a cost could be put to the project. The 3rd touch should be able to be put together in a month or so.
Chairman Grasso summed up the discussion as coordinating GPS with Police, Fire and possibly Public Works.

8. OLD BUSINESS
There was no old business.

9. NEW BUSINESS
There was no new business.

10. EXECUTIVE SESSION

A. Minutes
B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C) (8)
C. Personnel Matters Pursuant to 5 ILCS 120/2 (C) (1)
D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)

11. MATTERS REFERRED FROM EXECUTIVE SESSION

12. ADJOURNMENT

A. Next Meeting: Tuesday, February 13 at 8:50am in Room 3-500B

Member Tillman moved, seconded by Member Tegtmeyer, that the meeting of the ETSB be adjourned. On voice vote, motion carried.

Respectfully submitted,

Paul Hinds
1. CALL TO ORDER

12:30 PM meeting was called to order by Chairman Timothy Hayden at 12:30 PM.

2. ROLL CALL

PRESENT: Baarman, Hayden, Buckley, Romanelli
ABSENT: Baarman, Hayden, Buckley, Romanelli

Attendees:
Linda Zerwin, DuPage Emergency Telephone Systems Board, Director
John Lozar, DU-COMM
Michealleena Trakas, Addison Police Department, Secretary

On roll call, Chairman Hayden, Member Baarman, Member Buckley, and Member Romanelli were present, which constituted a quorum.

3. CHAIRMAN'S REPORT

Chairman Hayden had nothing to report.

4. PUBLIC COMMENT

There was no Public comment.

5. CONSENT ITEMS

A. Approval of Minutes

A. ETSB - Policy Advisory Committee - Regular Meeting - Dec 5, 2017 9:00 AM

A motion was made by Member Buckley, seconded by Member Romanelli, to forward the minutes to the Emergency Telephone Systems Board of DuPage County (DuPage ETSB) to receive and place on file. Motion passed unanimously.
RESULT: ACCEPTED [UNANIMOUS]
MOVER: John Buckley, Chief
SECONDER: Anthony Romanelli, Chief
AYES: Baarman, Hayden, Buckley, Romanelli

B. Radio Maintainer Report

Member Baarman gave a brief overview of the DEDIRS reports for December and January.

A motion was made by Member Romanelli, seconded by Member Buckley, to combine these items and forward them to the Emergency Telephone Systems Board of DuPage County (DuPage ETSB) to receive and place on file. Motion passed unanimously.

1. DEDIRS Monthly Maintainer Report - December 2017

2. DEDIRS Monthly Maintainer Report - January 2018

6. THIRD TOUCH

Member Baarman gave an update on the work done in the PSAP group to finalize talkgroup names and identify operational needs. Member Buckley said he was close to sending out the email to compile VHF and Starcom resources to the fire chiefs, and the PAC discussed a deadline of March 1 for them to get their responses back. The police chiefs were finishing compiling their list of conventional resources and programming can begin once that is completed. These deadlines would allow the template to be compiled and reviewed at the next regular meeting of the PAC.

A. PD and FD Standardization Templates

See discussion under Third Touch.

B. Alias Changes/Standardization and Due Dates

See discussion under Third Touch.

7. GPS SERVICE FOR DEDIRS

The PAC discussed GPS service for the radio system and Director Zerwin stated that it was currently being investigated. The PAC discussed that many users would like this service; however, third touch could not wait until the decision has been made. More time is needed to acquire quotes for the service, make funding available, test it operationally, and have a method for displaying the information. Director Zerwin said GPS is in ETSB’s plan for 2019.

8. POLICY DISCUSSION
Member Baarman asked about the PAC’s consideration to use the Wave mobile application. The PAC discussed the policy in regards to the Wave mobile application and that it would be allowed on the system, but users would need to request access to talkgroups through the PAC.

9. **OLD BUSINESS**
There was no old business.

10. **NEW BUSINESS**
There was no new business.

11. **NEXT MEETING:**
   
   A. Tuesday, March 6 at 12:30pm in Room 3-500B

12. **ADJOURNMENT**
Member Romanelli made a motion to adjourn the meeting at 1:36 PM, seconded by Member Buckley. The next meeting of the Policy Advisory Committee was scheduled for Tuesday, March 6, 2018 at 12:30 PM.

Respectfully submitted,
Michealeena Trakas
ETS Resolution

ETS-R-0007-18

BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE
SYSTEM BOARD OF DU PAGE COUNTY
FOR FISCAL YEAR 2018

(TOTAL BUDGET TRANSFER: $3,000.00)

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 is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval for the following Fiscal Year 2018 budget transfers:

<table>
<thead>
<tr>
<th>Amount</th>
<th>From Fund/Object Code</th>
<th>To Fund/Object Code</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,000.00</td>
<td>4000-5820-53828: Contingencies</td>
<td>4000-5820-53090: Other Professional Services</td>
<td>Transfer to move the funds from one account code to the other for court transcription services</td>
</tr>
</tbody>
</table>

NOW, THEREFORE BE IT RESOLVED, by the DU PAGE ETS Board that the transfer amount of $3,000.00 from object code 4000-5820-53828: Contingencies to object code 4000-5820-53090: Other Professional Services, be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 13th day of March, 2018 at Wheaton, Illinois.

_______________________________
GARY GRASSO, CHAIRMAN

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
<table>
<thead>
<tr>
<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Diane McGinnis, Public Representative</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Brian Tegtmeyer, DU-COMM Rep</td>
</tr>
<tr>
<td>AYES:</td>
<td>Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Gary Grasso, Mark Franz</td>
</tr>
</tbody>
</table>
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective September 21, 2016

From: 4000

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5820</td>
<td>53828</td>
<td></td>
<td>CONTINGENCIES</td>
<td>$3,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total $3,000.00

To: 4000

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5820</td>
<td>53090</td>
<td></td>
<td>OTHER PROFESSIONAL SERVICES</td>
<td>$3,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total $3,000.00

Reason for Request:
Budget Transfer to move funds from 4000-5820-53828 (Contingencies) to 4000-5820-53090 (Other Professional Services) to cover the cost of court transcription services [Total Transfer Amount: $3,000.00]

Department Head ___________________________ Date ___________
Activity ___________________________ Chief Financial Officer ___________________________ Date ___________

****Please sign in blue ink on the original form****
BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY FOR FISCAL YEAR 2018

(TOTAL BUDGET TRANSFER: $3,000.00)

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 is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval for the following Fiscal Year 2018 budget transfers:

<table>
<thead>
<tr>
<th>Amount</th>
<th>From Fund/Object Code</th>
<th>To Fund/Object Code</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,000.00</td>
<td>4000-5820-53828: Contingencies</td>
<td>4000-5820-53310: Repair Maint Infrastructure</td>
<td>Transfer to move the funds from one account code to the other for payment of invoice and misc. repairs</td>
</tr>
</tbody>
</table>

NOW, THEREFORE BE IT RESOLVED, by the DU PAGE ETS Board that the transfer amount of $3,000.00 from object code 4000-5820-53828: Contingencies to object code 4000-5820-53310: Repair Maint Infrastructure, be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 13th day of March, 2018 at Wheaton, Illinois.

______________________________
GARY GRASSO, CHAIRMAN

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Tillman
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
ABSENT: Gary Grasso, Mark Franz
### DuPage County, Illinois
#### BUDGET ADJUSTMENT
Effective September 21, 2016

**From:** 4000

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5820</td>
<td>53828</td>
<td></td>
<td>CONTINGENCIES</td>
<td>$3,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**To:** 4000

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5820</td>
<td>53310</td>
<td></td>
<td>REPAIR &amp; MTCE INFRASTRUCTURE</td>
<td>$3,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total** $3,000.00

**Reason for Request:**

Budget Transfer to move funds from 4000-5820-53828 (Contingencies) to 4000-5820-53310 (Repair & MTCE Infrastructure) to cover the cost of a work invoice and other miscellaneous repairs [Total Transfer Amount: $3,000.00]

---

**Department Head**

**Date**

**Activity**

**(optional)**

**Chief Financial Officer**

**Date**

***Please sign in blue ink on the original form***

---

**Finance Department Use Only**

Fiscal Year _______  Budget Journal # _______  Acctg Period _______

Entered By/Date ______________  Released By/Date ______________  Posted By/Date ______________

---

Attachment: BT 53828 to 53310 tower works (ETS-R-0008-18 : BT 53828 to 53090 invoice misc repairs)
TO: DuPage County Treasurer’s Office

FROM: Gary Grasso, Chairman
      Emergency Telephone System Board of DuPage County

DATE: March 13, 2018

SUBJECT: ETSB Payment of Claims List FY18 – March 13, 2018

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on March 13, 2018. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated March 13, 2018.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2018 Wireline Fund (4000-5800)</td>
<td>$1,615.24</td>
</tr>
<tr>
<td>FY2018 Wireless Fund (4000-5810)</td>
<td>$145,906.06</td>
</tr>
<tr>
<td>FY2018 Equalization Fund (4000-5820)</td>
<td>$26,404.27</td>
</tr>
</tbody>
</table>

Total for all accounts: $173,925.77

APPROVED BY:

________________________________________
Gary Grasso, Chairman

ATTEST:

________________________________________
Secretary
### EXPENDITURES FOR PERIOD: February 1 - 28, 2018

#### 5800

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Budget</th>
<th>Expended</th>
<th>Encumbered</th>
<th>Available</th>
<th>% YTD Expended</th>
<th>% YTD Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>5800</td>
<td>Total</td>
<td>$598,425.01</td>
<td>$571,157.24</td>
<td>$27,267.77</td>
<td>-</td>
<td>95%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Transfer: $1,615.24

#### 5810

<table>
<thead>
<tr>
<th>AU</th>
<th>Account</th>
<th>Description</th>
<th>Budget</th>
<th>Expended</th>
<th>Encumbered</th>
<th>Available</th>
<th>% YTD Expended</th>
<th>% YTD Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>5810</td>
<td>Total</td>
<td>$11,881,886.78</td>
<td>$647,462.95</td>
<td>$10,773,770.17</td>
<td>$460,653.66</td>
<td>5%</td>
<td>4%</td>
<td></td>
</tr>
</tbody>
</table>

Transfer: $145,906.06

#### 5820

<table>
<thead>
<tr>
<th>AU</th>
<th>Account</th>
<th>Description</th>
<th>Budget</th>
<th>Expended</th>
<th>Encumbered</th>
<th>Available</th>
<th>% YTD Expended</th>
<th>% YTD Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>5820</td>
<td>Total</td>
<td>$15,229,398</td>
<td>$1,963,719.07</td>
<td>$10,873,962.55</td>
<td>$525,099.39</td>
<td>13%</td>
<td>3%</td>
<td></td>
</tr>
</tbody>
</table>

Transfer: $26,404.47
To: Hon. Gary Grasso, Chairman  
DuPage County Emergency Telephone System Board (ETSB)

ETSB Members

From: Bob Grogan, CPA, CFE  
County Auditor

Subject: Internal Audit of Accounts Payable  
#18-30

Date: March 2, 2018

The Office of the County Auditor has completed a limited scope internal audit of the transaction processing of ETSB invoices submitted for payment. The audit identified no invoices that required additional information or correction by the department.

Results

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the March 13, 2018 Board Meeting. The invoices listed on the Bank Account Payment History Report dated March 2, 2018 have been examined by the Office of the DuPage County Auditor and are recommended for payment:

- FY2018 Wireline Fund (4000-5800) $1,615.24
- FY2018 Wireless Fund (4000-5810) $145,906.06
- FY2018 Equalization Fund (4000-5820) $26,404.47

Audit procedures identified no invoices that required additional information or correction.

Objective

The County Auditor will perform a series of procedures designed to evaluate the internal controls involved in the processing of transactions in the Enterprise Resource Planning (ERP) system and the MHC Image Express (MHC) system.
The actual procedures performed will depend upon the County Auditor’s assessment of risks associated with the transactions.

**Background/Audit Scope**

Invoices and the related supporting documentation are initially prepared and submitted for payment processing by County departments to the centralized accounts payable function administered by the Finance Department. The implementation of the ERP system has resulted in significant changes to the processing and reporting of transactions compared to the accounting systems formerly used by the County. One of the many benefits of the ERP system is the ability to reduce duplicate payments to vendors by requiring unique vendor invoice numbers.

The County Auditor performs audit procedures on the payment documentation after the information has been entered into the ERP system by the Finance Department’s Accounts Payable staff. These procedures include reviewing the submitted documentation and comparing it to the information entered into the ERP system. Significant discrepancies noted between the supporting documentation and the information recorded in the ERP system are identified by County Auditor staff as exceptions. In these situations, the invoice recorded in the ERP system is transferred by the County Auditor to a non-processing batch until the exception is resolved. The hard-copy invoice and supporting documentation are returned to the Finance Department with an exception notice.

The County Auditor also performs audit procedures on the payment documentation after the information has been entered into the MHC system. These procedures include reviewing the scanned images of the invoice and supporting documentation and comparing it to the information entered into the MHC system. As is the case with transactions entered into the ERP system, significant discrepancies noted between the supporting documentation and the information recorded in the MHC system are identified by County Auditor staff as exceptions. In these situations, the invoice image scanned in the MHC system is disapproved by the County Auditor and forwarded to the Accounts Payable Division of the Finance Department for correction.

Additionally, after the Bank Account Payment History Report has been generated by the Accounts Payable Division of the Finance Department, the County Auditor verifies that each of the recommended payments was properly posted to the County’s General Ledger.

During the claims pre-audit process, the County Auditor reviewed 50 invoices scanned into the MHC system. No exceptions were noted.
Hon. Gary Grasso, Chairman

March 2, 2018

Recommendations

No recommendations are being made to ETSB or the Finance Department for improvement of the process for payment of ETSB invoices at this time.

Thank you for your continued assistance.

cc: Linda Zerwin, Executive Director
    Tom Cuculich, County Administrator
    Paul Rafac, CFO
Bank Account Payment History

AP255 Date: 03/02/18
Time: 13:31

User Name: DP\ERP.FNCYW
Job Name: AP255-4000
Step Nbr: 1

Pay Group: 4000
Cash Code: 1414

Class C Accounts Payable

Payment Date: 030218 - 030218
Payment Numbers: -
Payment Code: -
## Bank Account Payment History

**AP255** Date 03/02/18  
**Time 13:31**  
**Bank Account Payment History**

- **Cash Code**: 1414  
- **Bank**: 071923909  
- **Payment Date Range**: 03/02/18 thru 03/02/18  
- **Payment Currency**: USD

### Payment Details

<table>
<thead>
<tr>
<th>Payment Number</th>
<th>Vendor</th>
<th>Invoice</th>
<th>Date</th>
<th>Amount</th>
<th>Discount</th>
<th>Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10667 LLQ2074</td>
<td>10667</td>
<td>IX 102</td>
<td>02/18/18</td>
<td>82.53</td>
<td>0.00</td>
<td>82.53</td>
</tr>
<tr>
<td>10667 LMK2403</td>
<td>10667</td>
<td>IX 102</td>
<td>02/23/18</td>
<td>50.44</td>
<td>0.00</td>
<td>50.44</td>
</tr>
<tr>
<td>10667 LMP2930</td>
<td>10667</td>
<td>IX 102</td>
<td>02/23/18</td>
<td>713.50</td>
<td>0.00</td>
<td>713.50</td>
</tr>
<tr>
<td>10667 LMX2528</td>
<td>10667</td>
<td>IX 102</td>
<td>02/24/18</td>
<td>247.59</td>
<td>0.00</td>
<td>247.59</td>
</tr>
<tr>
<td>10667 LPV6064</td>
<td>10667</td>
<td>IX 102</td>
<td>03/04/18</td>
<td>1,244.64</td>
<td>0.00</td>
<td>1,244.64</td>
</tr>
<tr>
<td>10667 LPW2786</td>
<td>10667</td>
<td>IX 102</td>
<td>03/04/18</td>
<td>213.40</td>
<td>0.00</td>
<td>213.40</td>
</tr>
<tr>
<td>10667 LQF4280</td>
<td>10667</td>
<td>IX 102</td>
<td>03/07/18</td>
<td>38.79</td>
<td>0.00</td>
<td>38.79</td>
</tr>
<tr>
<td>10667 LRR2684</td>
<td>10667</td>
<td>IX 102</td>
<td>03/14/18</td>
<td>77.58</td>
<td>0.00</td>
<td>77.58</td>
</tr>
<tr>
<td>10667 LSH9997</td>
<td>10667</td>
<td>IX 102</td>
<td>03/16/18</td>
<td>973.76</td>
<td>0.00</td>
<td>973.76</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td>3,642.23</td>
<td>0.00</td>
<td>3,642.23</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Payment Number</th>
<th>Vendor</th>
<th>Invoice</th>
<th>Date</th>
<th>Amount</th>
<th>Discount</th>
<th>Net Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10337 93376482</td>
<td>10337</td>
<td>IX 102</td>
<td>12/17/17</td>
<td>10,941.10</td>
<td>0.00</td>
<td>10,941.10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td>10,941.10</td>
<td>0.00</td>
<td>10,941.10</td>
</tr>
</tbody>
</table>

**Payment Code**: ACH  
**Payment Count**: 2  
**Payment Code ACH Total**: 14,583.33
<table>
<thead>
<tr>
<th>Payment Number</th>
<th>Payment Date</th>
<th>Vendor</th>
<th>Invoice</th>
<th>Auth PL</th>
<th>Due Date</th>
<th>Dsc Date</th>
<th>Scheduled Amount</th>
<th>Discount Amount</th>
<th>Net Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1062717</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 101</td>
<td>02/18/18</td>
<td></td>
<td>681.51</td>
<td>0.00</td>
<td>681.51</td>
</tr>
<tr>
<td>1062718</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>02/06/18</td>
<td></td>
<td>109.69</td>
<td>0.00</td>
<td>109.69</td>
</tr>
<tr>
<td>1062719</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>03/09/18</td>
<td></td>
<td>108.53</td>
<td>0.00</td>
<td>108.53</td>
</tr>
<tr>
<td>1062720</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>02/06/18</td>
<td></td>
<td>237.11</td>
<td>0.00</td>
<td>237.11</td>
</tr>
<tr>
<td>1062721</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>03/09/18</td>
<td></td>
<td>234.14</td>
<td>0.00</td>
<td>234.14</td>
</tr>
<tr>
<td>1062722</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>02/06/18</td>
<td></td>
<td>237.11</td>
<td>0.00</td>
<td>237.11</td>
</tr>
<tr>
<td>1062723</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>03/09/18</td>
<td></td>
<td>234.14</td>
<td>0.00</td>
<td>234.14</td>
</tr>
<tr>
<td>1062724</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>02/06/18</td>
<td></td>
<td>92.50</td>
<td>0.00</td>
<td>92.50</td>
</tr>
<tr>
<td>1062725</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>03/09/18</td>
<td></td>
<td>127.85</td>
<td>0.00</td>
<td>127.85</td>
</tr>
<tr>
<td>1062726</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 102</td>
<td>02/27/18</td>
<td></td>
<td>95.39</td>
<td>0.00</td>
<td>95.39</td>
</tr>
<tr>
<td>1062727</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 101</td>
<td>02/15/18</td>
<td></td>
<td>7,622.38</td>
<td>0.00</td>
<td>7,622.38</td>
</tr>
<tr>
<td>1062728</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 100</td>
<td>02/15/18</td>
<td></td>
<td>653.76</td>
<td>0.00</td>
<td>653.76</td>
</tr>
<tr>
<td>1062729</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>IX 100</td>
<td>02/15/18</td>
<td></td>
<td>653.76</td>
<td>0.00</td>
<td>653.76</td>
</tr>
<tr>
<td>Payment Number</td>
<td>Payment Date</td>
<td>Vendor</td>
<td>Invoice</td>
<td>Due Date</td>
<td>Dsc Date</td>
<td>Scheduled Amount</td>
<td>Discount Amount</td>
<td>Net Payment Amount</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------</td>
<td>-------------</td>
<td>---------</td>
<td>----------</td>
<td>----------</td>
<td>------------------</td>
<td>----------------</td>
<td>--------------------</td>
<td></td>
</tr>
<tr>
<td>1062729</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>02/15/18</td>
<td></td>
<td>614.77</td>
<td>0.00</td>
<td>614.77</td>
<td></td>
</tr>
<tr>
<td>1062730</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>02/15/18</td>
<td></td>
<td>204.48</td>
<td>0.00</td>
<td>204.48</td>
<td></td>
</tr>
<tr>
<td>1062731</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>02/15/18</td>
<td></td>
<td>14,578.83</td>
<td>0.00</td>
<td>14,578.83</td>
<td></td>
</tr>
<tr>
<td>1062732</td>
<td>03/02/18</td>
<td>10008</td>
<td>A T &amp; T</td>
<td>02/27/18</td>
<td></td>
<td>400.06</td>
<td>0.00</td>
<td>400.06</td>
<td></td>
</tr>
<tr>
<td>1062733</td>
<td>03/02/18</td>
<td>10023</td>
<td>COM ED</td>
<td>03/10/18</td>
<td></td>
<td>7,152.28</td>
<td>0.00</td>
<td>7,152.28</td>
<td></td>
</tr>
<tr>
<td>1062734</td>
<td>03/02/18</td>
<td>18945</td>
<td>DIGIANNANTONIO, MICHAEL V</td>
<td>02/03/18</td>
<td></td>
<td>80.88</td>
<td>0.00</td>
<td>80.88</td>
<td></td>
</tr>
<tr>
<td>1062735</td>
<td>03/02/18</td>
<td>11219</td>
<td>HOME DEPOT CREDIT SERVICES</td>
<td>01/17/18</td>
<td></td>
<td>244.50</td>
<td>0.00</td>
<td>244.50</td>
<td></td>
</tr>
<tr>
<td>1062736</td>
<td>03/02/18</td>
<td>25029</td>
<td>INTERGRAPH CORPORATION</td>
<td>02/22/18</td>
<td></td>
<td>3,800.00</td>
<td>0.00</td>
<td>3,800.00</td>
<td></td>
</tr>
<tr>
<td>1062737</td>
<td>03/02/18</td>
<td>28460</td>
<td>LOGMEIN USA INC</td>
<td>03/06/18</td>
<td></td>
<td>4,936.00</td>
<td>0.00</td>
<td>4,936.00</td>
<td></td>
</tr>
<tr>
<td>1062738</td>
<td>03/02/18</td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS - STARCOM21</td>
<td>03/03/18</td>
<td></td>
<td>103,121.00</td>
<td>0.00</td>
<td>103,121.00</td>
<td></td>
</tr>
<tr>
<td>1062740</td>
<td>03/02/18</td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>03/03/18</td>
<td></td>
<td>111,671.00</td>
<td>0.00</td>
<td>111,671.00</td>
<td></td>
</tr>
<tr>
<td>Payment Number</td>
<td>Invoice</td>
<td>Vendor</td>
<td>Auth PL</td>
<td>Due Date</td>
<td>Dsc Date</td>
<td>Scheduled Amount</td>
<td>Discount Amount</td>
<td>Net Payment Amount</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>--------------</td>
<td>-------------</td>
<td>---------</td>
<td>------------</td>
<td>----------</td>
<td>------------------</td>
<td>-----------------</td>
<td>--------------------</td>
<td></td>
</tr>
<tr>
<td>1062740</td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>IX 102</td>
<td>03/24/18</td>
<td></td>
<td>598.60</td>
<td>0.00</td>
<td>598.60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>IX 102</td>
<td>03/04/18</td>
<td></td>
<td>510.00</td>
<td>0.00</td>
<td>510.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>IX 102</td>
<td>03/08/18</td>
<td></td>
<td>452.00</td>
<td>0.00</td>
<td>452.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>IX 102</td>
<td>03/11/18</td>
<td></td>
<td>458.92</td>
<td>0.00</td>
<td>458.92</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>IX 102</td>
<td>03/15/18</td>
<td></td>
<td>440.00</td>
<td>0.00</td>
<td>440.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>2,459.52</strong></td>
<td>0.00</td>
<td><strong>2,459.52</strong></td>
<td></td>
</tr>
<tr>
<td>1062741</td>
<td>10115</td>
<td>MOTOROLA SOLUTIONS INC</td>
<td>IX 102</td>
<td>02/10/18</td>
<td></td>
<td>547.50</td>
<td>0.00</td>
<td>547.50</td>
<td></td>
</tr>
<tr>
<td>1062742</td>
<td>11109</td>
<td>OFFICE DEPOT</td>
<td>IX 102</td>
<td>03/08/18</td>
<td></td>
<td>89.63</td>
<td>0.00</td>
<td>89.63</td>
<td></td>
</tr>
<tr>
<td>1062743</td>
<td>14171</td>
<td>TOSHIBA FINANCIAL SERVICES</td>
<td>IX 100</td>
<td>03/06/18</td>
<td></td>
<td>142.23</td>
<td>0.00</td>
<td>142.23</td>
<td></td>
</tr>
<tr>
<td>1062744</td>
<td>11201</td>
<td>UNITED STATES POSTAL SERVICE</td>
<td>IX 102</td>
<td>03/02/18</td>
<td></td>
<td>83.99</td>
<td>0.00</td>
<td>83.99</td>
<td></td>
</tr>
<tr>
<td>1062745</td>
<td>10597</td>
<td>VERIZON WIRELESS</td>
<td>IX 102</td>
<td>01/31/18</td>
<td></td>
<td>349.54</td>
<td>0.00</td>
<td>349.54</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10597</td>
<td>VERIZON WIRELESS</td>
<td>IX 102</td>
<td>02/19/18</td>
<td></td>
<td>374.10</td>
<td>0.00</td>
<td>374.10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10597</td>
<td>VERIZON WIRELESS</td>
<td>IX 102</td>
<td>03/03/18</td>
<td></td>
<td>402.61</td>
<td>0.00</td>
<td>402.61</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>1,126.25</strong></td>
<td>0.00</td>
<td><strong>1,126.25</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Payment Code CHK Total**

- Payment Count: 29

**Cash Code 1414 Total**

- Payment Count: 31

**Pay Group 4000 USD Total**

- Payment Count: 31

---

**Bank Account Payment History**

- AP255 Date 03/02/18
- Pay Group 4000 ETSB PAY GROUP
- USD
- Payment Currency USD
- Payment Date Range 03/02/18 thru 03/02/18
- Time 13:31
- Bank Account Payment History
- Cash Code 1414
- Bank 071923909
- Payment Code CHK

---

**Payment Count**

- 29
- 31
- 31

---

**Total**

- USD 173,925.77
- USD 173,925.77
- USD 173,925.77
RESOLUTION APPROVING CHANGE ORDER #1 TO AT&T INC. 917115/2351-1 TO AMEND THE PURCHASE ORDER TO INCLUDE AN EXISTING CIRCUIT FROM THE DU-COMM PRI ACCOUNT (NON-MONETARY CHANGE ORDER)

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 is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of AT&T Inc. Change Order #1, PO 917115/2351-1, to amend the purchase order to include an existing circuit from the DU-COMM PRI account that was not documented in the initial consolidation of PRI services. This is a non-monetary change order.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #1 to PO 917115/2351-1, dated February 28, 2018, covering said change to AT&T internal coding to amend the purchase order to include an existing circuit from the DU-COMM PRI account, be, and is hereby affirmed and approved by the DU PAGE ETSB to AT&T Inc., One AT&T Way, Bedminster, NJ 07921.

Enacted and approved this 13th day of March, 2018 at Wheaton, Illinois.

__________________________________  
GARY GRASSO, CHAIRMAN

Attest:  
__________________________________  
PAUL HINDS, COUNTY CLERK

RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Tillman
SECONDER: Grant Eckhoff, District 4
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
ABSENT: Gary Grasso, Mark Franz
### Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

**Purchase Order #:** 917115/2351-1  **Original Purchase Order Date:** Mar 17, 2017  **Change Order #:** 1  **Department:** ETSB

**Vendor Name:** AT&T  **Vendor #:** 10008  **Dept Contact:** Eve Kraus

---

**Background and/or Reason for Change Order Request:** The purpose of Change Order #1 is to amend this purchase order to include an existing circuit from the DU-COMM PRI line account that was not documented in the initial ETSB consolidation of the PSAP’s PRI services. This is a non-monetary change order.

---

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

---

#### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>A</th>
<th>Starting contract value</th>
<th>$27,111.96</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>Net $ change for previous Change Orders</td>
<td>$0.00</td>
</tr>
<tr>
<td>C</td>
<td>Current contract amount (A + B)</td>
<td>$27,111.96</td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
<td>Increase</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D)</td>
<td>$27,111.96</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C)</td>
<td>0.00%</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+D/A) (60% maximum on construction contracts)</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

---

#### DECISION MEMO NOT REQUIRED

- [ ] Cancel entire order
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Consent Only

- [ ] Change budget code from: __________________________ to: __________________________

- [ ] Increase/Decrease quantity from: __________________________ to: __________________________

- [ ] Price shows: __________________________ should be: __________________________

- [ ] Decrease remaining encumbrance and close contract
- [ ] Increase encumbrance and close contract
- [ ] Decrease encumbrance
- [ ] Increase encumbrance

---

#### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: __________________________ to: __________________________

- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source ____________________________________________

- [X] OTHER - explain below: Consolidation of a second PRI line under an existing account

---

**EK**

Prepared By (Initials) (630) 550-7743  Feb 28, 2018  (630) 878-2509  2/28/2018

**Date**  **Recommended for Approval (Initials)**  **Phone Ext**  **Date**

---

**REVIEWED BY (Initials Only)**

**Buyer**  2/1/18  **Procurement Officer**  3-1-18

**Chief Financial Officer** (Decision Memos Over $25,000)  Date  **Chairman’s Office**  (Decision Memos Over $25,000)  Date

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER

Packet Pg. 51
Decision Memo
Procurement Services Division
This form is required for all Professional Service Contracts over $25,000 and as otherwise required by the Procurement Review Checklist.

Requesting Department: ETSB
Department Contact: Eve Kraus
Contact Email: eve.kraus.dupageco.org
Vendor Name: AT&T
Contact Phone: (630) 550-7743
Vendor #: 10008

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.
Approve Change Order #1 to AT&T Contract 917115/2351-1. This is a non-monetary change order.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.
The purpose of Change Order #1 is to amend this purchase order to include an existing circuit from the DU-COMM PRI line account that was not documented in the initial ETSB consolidation of the PSAP's PRI services when the purchase order was approved on March 14, 2017. Circuit ID 101 T1ZF GLHGILBRH00 under billing account 630 R06-1321/831 000-2157 was consolidated into ETSB; the second Circuit ID 102 T1ZF GLHGILBRH00 was omitted from the purchase order.

Strategic Impact
Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.
Financial Planning
Change order #1 allows ETSB to pay the invoice for both PRI lines under account 630 R06-1321/831 000-2157 and documents the complete service for transition to SIP.

Source Selection/Vetting Information - Describe method used to select source.
This is a change order to amend documentation, vetting is not required.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
1. Approve Change Order #1 allows ETSB to amend the documents and make the change part of the contract.
2. Deny Change Order #1 and payments on this PRI circuit will be delayed. PRI circuits are necessary for daily operations in the PSAP.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.
This is a non-monetary change order, funds were previously budgeted for this account in FY18.
AWARDING RESOLUTION TO POLICE LEGAL SCIENCES, INC. PO 918118 FOR ONE (1) YEAR OF WEB-BASED TRAINING FOR 151 TELECOMMUNICATORS (TOTAL AMOUNT: $9,060.00)

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 is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 918118 to Police Legal Sciences, Inc. for one (1) year of web-based training for 151 Telecommunicators. The contract will cover the period from May 1, 2018 through April 30, 2019. Total contract amount of $9,060.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 918118, dated March 7, 2018, covering said, web-based training for 151 Telecommunicators, be, and is hereby affirmed and approved by the DU PAGE ETS Board to Police Legal Sciences, Inc., 602 W. Main, PO Box 52, Washington, IA 52353, for a total of $9,060.00.

Enacted and approved this 13th day of March, 2018 at Wheaton, Illinois.

______________________________
GARY GRASSO, CHAIRMAN

Attest: __________________________
PAUL HINDS, COUNTY CLERK

RESULT: APPROVED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Diane McGinnis, Public Representative
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
ABSENT: Gary Grasso, Mark Franz
# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Vendor #: 22443</th>
<th>Contract Term: 1 year</th>
<th>Contract Total: $9,060.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: ETSB</td>
<td>Contact: Eve Kraus</td>
<td>Phone: (630) 550-7743</td>
<td>Assigned Committee: ETS Board</td>
</tr>
</tbody>
</table>

### Description of Procurement/
Scope of Work/ Background

This Purchase Order is for monthly web-based training for 151 9-1-1 Telecommunicators at a reduced rate of $60 each. Twelve one-hour lessons are provided monthly during the subscription year. Lessons are web based and are available online 24/7. The purchase includes complimentary lessons for the Director and part-timers.

### Reason for Procurement

The Law Enforcement training from Police Legal Sciences is reality-based online training for 9-1-1 telecommunicators. TCs experience actual 911 calls each month and then participate in an analysis of the call through visualizing the scene, professionalism, customer service, and outcome of the call. The PSAP supervisors previously vetted this online training which provides for appropriate interactive training for the Telecommunicators; this is the third renewal of PLS services.

### FUNDING SOURCE

- **Procurement budgeted for (FY and budget code(s)):** FY18-19 4000 5820 53610

### DECISION MEMO NOT REQUIRED

- **LOWEST RESPONSIBLE QUOTE # or BID #**
- **RENEWAL, Enter Bid #**
- **SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5)**
- **PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00**
- **PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:**

The Illinois Administrative Code requires continuing education for Telecommunicators. The 24/7 online availability is critical so all shifts can easily access training.

### DECISION MEMO REQUIRED

- **Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)**
- **EXPLANATION OF REQUEST FOR PROPOSAL RFP #**
- **RENEWAL OF RFP #**
- **PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)**
- **OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)**
- **REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)**
- **OTHER THAN LOWEST RESPONSIBLE, BID #**

### PREPARED BY AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>EK</th>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mar 7, 2018</td>
<td></td>
<td>24/7/2018 N/A</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3/7/18</td>
<td>JM</td>
<td>3-7-18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman's Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Decision Memos Over $25,000)</td>
<td></td>
<td>(Decision Memos Over $25,000)</td>
<td></td>
</tr>
</tbody>
</table>
## Purchase Requisition
### Procurement Services Division

**Send Purchase Order To:**
- **Vendor:** Police Legal Sciences, Inc
  - **Vendor #:** 22443
- **Attn:** Dick Pipho
  - **Email:** dpipho@policelegalsciences.com
- **Address:** PO Box 52
- **City:** Washington
  - **State:** IA
  - **Zip:** 52353
- **Phone:** 877-653-5366
  - **Fax:**

**Send Invoices To:**
- **Dept:** ETSB
- **Division:**
- **Attn:** 9-1-1 Coordinator
  - **Email:** etsb911.dupageco.org
- **Address:** 421 N. County Farm Rd.
- **City:** Wheaton
  - **State:** IL
  - **Zip:** 60187
- **Phone:** 630-550-7743
  - **Fax:**

**Send Payments To:**
- **Vendor:** Police Legal Sciences, Inc
  - **Vendor #:** 22443
- **Attn:** Dick Pipho
  - **Email:** dpipho@policelegalsciences.com
- **Address:** PO Box 52
- **City:** Washington
  - **State:** IL
  - **Zip:** 52353
- **Phone:** 877-653-5366
  - **Fax:**

**Pay Terms:**
- **PER 50 ILCS 505/1**

**Destination: F.O.B.:**
- **PO 20 Delivery Date:**
- **Use for PO25 only:**
  - **Contract Administrator:**
    - **Eve Kraus**
  - **Contract Start Date:** May 1, 2018
  - **Contract End Date:** Apr 30, 2019

### Item Summary

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #:</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acct #</th>
<th>Auth Acct #</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Requisition Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>151</td>
<td>EA</td>
<td>Dispatch Pro Law Enforcement Training</td>
<td></td>
<td>18</td>
<td>4000</td>
<td>5820</td>
<td>53610</td>
<td>60.00</td>
<td>9,060.00</td>
<td>9,060.00</td>
</tr>
</tbody>
</table>

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
February 26, 2018

Eve Kraus, Admin Assistant
DuPage County IL ETSB

Dear Eve & ETSB Board;

Below is our outline of the services which will be provided, and price quotation for your organization by PLS, upon renewing your dispatcher training subscription.

- A course of twelve one hour lessons, monthly, during the subscription year.
- A Lesson Plan for each lesson, course number, and a Certificate of Completion upon passing the exam, which can be added to the lesson taker's file and used in a recertification process.
- Lessons that are recognized by IAED as being eligible to satisfy EMD, EFD, EPD and ETC CDE requirements on an hour-for-hour basis.
- Lessons that satisfy the continuing dispatcher education requirements in those states that have established minimum CDE standards as Illinois.
- Lessons are available online 24/7, without the need for special hardware or software.
- Licensed lessons are available for 2 months, with extension upon request.
- Client support through the internal messaging function or by phone during normal business hours (CST). All inquiries will be answered within 24 hours.
- Lessons on requested topics from prior months/years will be made available upon request, at no additional cost.

The cost of the 12 lesson course is $60.00 per year per full time participants of 151 = $9,060.00. The cost of the 12 lesson course is $70.00 per year per full time participants of 146 = $10,220.00

Note: The price changes with over 150 participants. The Manager and part timers may do lessons, complimentary. If you hire new, additional staff during the year, they may complete lessons for credit, complimentary, for the balance of the subscription year. They will be added at your renewal time for the next year.

Thank you for your consideration and please let me know if you have any questions. I look forward to continuing working with you.

Sincerely,

Dick Pipho
Client Services Manager
Police Legal Sciences, Inc
515-577-1770 Direct
dpipho@policelegalsciences.com

877-653-5366
PO Box 52
Washington, IA 52353
Form W-9
Request for Taxpayer Identification Number and Certification

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter:

Social security number

Employer identification number

Part II Certification
Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here

Signature of U.S. person

Date

General Instructions
Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form
A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the requester requesting it (the recipient), or, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee; if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

• An individual who is a U.S. citizen or U.S. resident alien,

• A partnership, corporate, or other entity created or organized in the United States or under the laws of the United States,

• An estate (other than a foreign estate), or

• A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partner's share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

Cat. No. 10231X
Form W-9 (Rev. 12-2011)
Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 3-7-18

Bid/Contract/PO #:

Company Name: POLICE LEGAL SCIENCES
Company Contact: Dick Pipho
Contact Phone: 516-577-1770
Contact Email: dpipho@policelegalsciences.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

\[\text{X} \quad \text{NONE (check here) - If no contributions have been made}\]

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

\[\text{X} \quad \text{NONE (check here) - If no contacts have been made}\]

<table>
<thead>
<tr>
<th>Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dick Pipho, Client Svc. Mgr</td>
<td>516-577-1770</td>
<td><a href="mailto:dpipho@policelegalsciences.com">dpipho@policelegalsciences.com</a></td>
</tr>
</tbody>
</table>

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at: [http://www.dupageco.org/CountyBoard/Policies/](http://www.dupageco.org/CountyBoard/Policies/)

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Printed Name: Dick Pipho
Title: Client Services Mgr
Date: 3/7/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
RESOLUTION AUTHORIZING THE HIRING OF AN ADMINISTRATIVE SPECIALIST
(STARTING SALARY: $35,500.00)

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 DuPage 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 DuPage ETSB, as an agency of DuPage County, is authorized by law and local ordinance to employ sufficient staff to support its statutory duties; and

WHEREAS, the funds exist and the head count has been approved to allow for the authorization to hire an Administrative Specialist; and

WHEREAS, the 9-1-1 System Coordinator has completed the interview process for an Administrative Specialist position through the DuPage County Human Resources Department; and

WHEREAS, the 9-1-1 System Coordinator is recommending that the DuPage ETSB Board approve the hire of Cara Wuchenich to fill the position of Administrative Specialist, effective March 14, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Board Members of the DuPage ETSB that said hire of Cara Wuchenich to fill the position of Administrative Specialist effective March 14, 2018, at the starting salary of $35,500.00 is hereby affirmed and approved.

Enacted and approved this 13th day of March, 2018 at Wheaton, Illinois.

______________________________
GARY GRASSO, CHAIRMAN

Attest: _________________________________
PAUL HINDS, COUNTY CLERK

RESULT: APPROVED [UNANIMOUS]
MOVER: Grant Eckhoff, District 4
SECONDER: Michael Tillman
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
ABSENT: Gary Grasso, Mark Franz
RESOLUTION TO APPROVE ACCESS TO THE DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM TALK GROUPS PURSUANT TO POLICY LANGUAGE SECTION 8.0.4 ADDING PUBLIC SAFETY AGENCIES FOR THE PURPOSE OF MUTUAL AID AS REQUESTED BY DRUG ENFORCEMENT ADMINISTRATION

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 DuPage Emergency Dispatch Interoperable Radio System (“DEDIRS”) was implemented to provide Emergency 9-1-1 radio communication services through STARCOM21 Site 1 for secure and accessible communications for its member users; and

WHEREAS, the Drug Enforcement Administration has requested access to certain talk groups of DEDIRS pursuant to Section 8.0.4: Adding Public Safety Agencies for the Purpose of Mutual Aid and in the spirit of public safety and first responder interoperability; and

WHEREAS, the Drug Enforcement Administration’s Application has been recommended for approval by the DU PAGE ETSB Policy Advisory Committee (“PAC”) in accordance with policy; and

WHEREAS, the DU PAGE ETS Board has received and reviewed the application of the Drug Enforcement Administration detailed in Attachment A of this resolution.

NOW, THEREFORE BE IT RESOLVED, that DuPage ETSB hereby grants access to DEDIRS by the Drug Enforcement Administration Office according to Policy ETS-13-001P: DuPage Emergency Dispatch Interoperable Radio System Policy Section 8.0.4: Adding Public Safety Agencies for the Purpose of Mutual Aid, by this resolution.

Enacted and approved this 13th day of March, 2018 at Wheaton, Illinois.

GARY GRASSO, CHAIRMAN

Attest: _________________________________

PAUL HINDS, COUNTY CLERK

RESULT: APPROVED [UNANIMOUS]
MOVER: James Kruse, Chief
SECONDER: Michael Tillman
AYES: Eckhoff, Block, Connolly, Tegtmeyer, Kruse, Tillman, McGinnis, Kruger
ABSENT: Gary Grasso, Mark Franz
Thank you for your interest in having access to the DuPage Emergency Dispatch Interoperable Radio System.

There are three required documents for this application:

1. Application Cover Sheet
2. Access Agreement
3. STARCOM Oversight Application

1. Application Cover Sheet: This sheet should be completed by the requestor. You must have a sponsor for the DEDIRS system who is a DuPage ETSB member by referendum and a DEDIRS user. You must have written approval by all entities who will be using any talk groups for which you will request access. Email is an acceptable written approval document.

   The only exception to the written approval is for system wide talk groups. Approval for those talk groups will be decided by the Policy Advisory Committee (PAC).

2. Access Agreement: There are two versions of this agreement. If you are not a public safety entity with sworn personnel (police or fire) you should use the Non-Public Safety agreement.

   The document must be signed by the head of your organization. If you are a municipal organization, this may be your manager or mayor/president. If you are a corporate entity this would be the head of the organization as designated by the Articles of Incorporation. The signature of the agency head is the requirement of the DuPage State’s Attorney’s Office.

3. STARCOM Oversight Application: If you are already a STARCOM member, please submit a copy of your approved application. This document answers most of the questions that would be asked by the PAC in considering your application.

   If you are not already a member, please complete an application with DuPage ETSB as your sponsor. Submit the STARCOM application with your application. If approved, we will submit your application to the STARCOM Oversight Committee. Even if you submit your application to STARCOM, without approval from DuPage ETSB, STARCOM will not approve your use of DEDIRS talk groups.

   If you have any questions about the preparation of your application, you may contact Linda Zerwin at linda.zerwin@dupageco.org or Matt Baarman at mbaarman@ducomm.org
# DuPage EDIRS Participation Application

## AGENCY INFORMATION

| NAME OF AGENCY: | Drug Enforcement Administration |
| POINT OF CONTACT: | Lee Ross, DEA Frequency Manager |
| BUSINESS ADDRESS | 10555 Furnace Road  
Lorton, VA  22079 |
| EMAIL ADDRESS: | lee.ross@usdoj.gov |
| BUSINESS TELEPHONE: | 703.495.6755 |
| MOBILE TELEPHONE: | |

## SPONSORING AGENCY INFORMATION

| NAME OF AGENCY: | DuPage County Sheriff’s Office |
| POINT OF CONTACT: | Major Dan McCarthy |
| BUSINESS ADDRESS | 505 County Farm Road, Wheaton, IL  60187 |
| EMAIL ADDRESS: | dan.mccarthy@dupagesheriff.org |
| BUSINESS TELEPHONE: | 630-407-2400 |
| MOBILE TELEPHONE: | |

## APPLICATION INFORMATION

<table>
<thead>
<tr>
<th>Please complete the following information</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Applicant is a unit of local government</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>The Applicant is sponsored by a DuPage ETSB Member Agency (attach a letter of Agency)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>The Applicant is requesting access to DuPage EDIRS for certified sworn police personnel or certified fire service personnel.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>The Applicant is requesting monitoring capabilities only</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>The Applicant has submitted a completed StarCom21 “Form B” application</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>The Applicant has submitted a statement on how the applicant’s access to the DuPage EDIRS will enhance the mission of the sponsoring agency</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>The Applicant understands and accepts that any fees or cost incurred by the ETSB or the sponsoring agency will be paid by the applicant</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
**Applicant Equipment Information**

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>The total number of portable radios covered under this request is:</td>
<td>9</td>
</tr>
<tr>
<td>The total number of mobile radios covered under this request is:</td>
<td>0</td>
</tr>
<tr>
<td>The total number of radios which will be operational during any daily operational shift is:</td>
<td></td>
</tr>
<tr>
<td>Type of radios to be programmed with a DuPage EDIRS talk group:</td>
<td></td>
</tr>
<tr>
<td>The Applicant is requesting access to the following Talk Group[s]: TAC5 and DPSO Statewide</td>
<td></td>
</tr>
</tbody>
</table>

[Yes/No/NA] The Applicant has received approval from all police agencies operating on the requested talk group (attach a letter of approval from the agency[s]): X

[Yes/No/NA] The Applicant has received approval from all fire agencies operating on the requested talk group (attach a letter of approval from the agency[s]): X

[Yes/No/NA] The Applicant has received approval from all PSAPs operating on the requested talk group (attach a letter of approval from the agency[s]): X

**Review Process Checklist**

- Applicant has submitted proper paperwork
- Talk Group Agencies have been notified (see attached)
- Vendor Technical Review of Application Complete (see attached recommendation)
- 14 DAY Notice to Members made (see attached)

**Fees:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Hours</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Time Director</td>
<td>_____</td>
<td>_____ hourly rate</td>
<td>$ _____</td>
</tr>
<tr>
<td>Staff Time Admin</td>
<td>_____</td>
<td>_____ hourly rate</td>
<td>$ _____</td>
</tr>
<tr>
<td>Vendor Review</td>
<td></td>
<td></td>
<td>$ _____</td>
</tr>
<tr>
<td>Postage</td>
<td></td>
<td></td>
<td>$ _____</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
<td>$ _____</td>
</tr>
</tbody>
</table>

**Posted on Committee Agenda**

- Vote of Committee: Ayes_____ Opposed_____ Abstain_____ Absent_____
- Action or Direction Based on Vote: [ie TOT ETSB, request additional information, denied]

**Posted on ETSB Agenda**

- [date]

- Vote of ETSB Board: Ayes_____ Opposed_____ Abstain_____ Absent_____
- Resolution No: [ ] Yes [ ] No

**Additional Information or Action from ETS Board:**
DuPage Emergency Dispatch Interoperable Radio System
Talk Group Access Agreement

This Talk Group Access Agreement is between __________________________, an [Illinois] [not-for profit][business] corporation (Agency), having its principal business address at __________________________ and the Emergency Telephone System Board of DuPage County (“ETSB”), an Emergency Telephone System Board established pursuant to 50 ILCS 750/et. seq., having its principal business address at 421 N. County Farm Rd., Wheaton, Illinois 60187.

Section 1 - Definitions. [Intentionally Left Blank]

Section 2 – Grant of Access. Pursuant to ETSB Resolution a copy of which is attached to and incorporated in this Agreement as if fully set forth herein, the ETSB authorizes the Agency and only those personnel members whose names it provides to the ETSB to access the DuPage Emergency Dispatch Interoperable Radio System (“DEDIRS”).

Section 3 – Scope of Use. The Agency shall, at all times, ensure that its personnel utilize its access to DEDIRS in strict conformance with the provisions of this Agreement, its application to the ETSB, and such rules and policies as the ETSB or its subordinate entities may from time to time establish. The Agency shall not permit its personnel to utilize the Agency’s access to DEDIRS in any manner that exceeds this scope of use or in violation of law.

Section 4 – Termination. The Agency may terminate its access to DEDIRS at any time by providing written notice to the ETSB. The ETSB may terminate the Agency’s access to DEDIRS at any time and for any reason with or without written notice.

Section 5 – Indemnification. (a) The Agency shall, at all times, fully indemnify, hold harmless, and defend the ETSB and the County of DuPage and their officers, agents, and employees from and against any and all claims and demands, actions, causes of action, and cost and fees of any character whatsoever made by anyone whomsoever on account of or in any way growing out of use of DEDIRS by the Agency and its employees, or because of any act or omission, neglect or misconduct of the Agency, its employees and agents or its subcontractors including, but not limited to, any claims that may be made by the employees themselves for injuries to their person or property or otherwise, and any claims that may be made by the employees themselves or by the Illinois Department of Labor for the Agency’s violation of the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.). The forgoing obligation of the Agency to indemnify shall not be limited by reason of insurance or immunity.

(b) Nothing contained herein shall be construed as prohibiting the ETSB or the County and their officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them. The Agency shall likewise be liable for the cost, fees and expenses incurred in defense of any such claims, actions, or suits.

(c) The Agency shall be responsible for any damages incurred as a result of its errors, omissions or negligent acts.
(d) Neither the ETSB nor the County waives any defense or immunity which may be available to it, including those provided by the Local Government and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq. or by reason of indemnification or insurance.

Section 6 – Duty to Contract for Access, Costs. The Agency shall contract with Motorola Solutions, Inc. for access to its STARCOM21 System on which DEDIRS operates. The Agency shall be solely responsible for all costs associated with its access to DEDIRS. The Agency shall be solely responsible for the acquisition any equipment it requires to access DEDIRS.

Section 7 – Notices. All notices required to be given pursuant to this Agreement shall be in writing and addressed to the parties at their respective addresses set forth below:

<table>
<thead>
<tr>
<th>If to the ETSB:</th>
<th>If to the Agency:</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-1-1 System Coordinator Emergency Telephone System Board of DuPage County 421 N. County Farm Rd. Wheaton, IL 60187</td>
<td>Drug Enforcement Administration 10555 Furnace Road Lorton, VA 22079 Attn: Lee Ross, DEA Frequency Manager Phone: 703.495.6755 Fax: 703.495.6542 Email: <a href="mailto:lee.ross@usdoj.gov">lee.ross@usdoj.gov</a></td>
</tr>
</tbody>
</table>

Section 8 – Covenant Not to Sue. In consideration of the ETSB’s grant of access to EDIRS, the Agency covenants and agrees that it shall not sue, institute, cause to be instituted or permit to be instituted on its behalf, or by or on behalf of its past, present or future officials, officers, employees, attorneys, agents or assigns, any proceeding or other action with or before any local, state and/or federal agency, court or other tribunal, against the ETSB or the County of DuPage, their board members, officers, commissioners, employees, attorneys, agents or assigns, arising out of, or from, or otherwise relating, directly or indirectly, to this Agreement to the extent authorized by law.

Section 9 – Representations. The Agency represents that it has the authority to enter into this Agreement and undertake the duties and obligations contemplated by this Agreement and that it has taken or caused to be taken all necessary action to authorize the execution. Further, the Agency represents that the signatory of this Agreement has the authority to bind the Agency to all obligations herein contained.

Section 10 – Survival. The Agency’s obligations under Section 5 and Section 8 shall survive the termination of this Agreement.

Section 11 – Assignment. Neither the Agency nor any of its personnel may assign or transfer any rights afforded to it under this Agreement to any third party for any purpose without the express written permission of the ETSB Board.
Return to:

Drug Enforcement Administration
10555 Furnace Road
Lorton, VA 22079
Attn: Lee Ross, DEA Frequency Manager
Phone: 703.495.6755
Fax: 703.495.6542
Email: lee.ross@usdoj.gov

Subject: Memorandum of Understanding for DEA frequency use

To Whom It May Concern:

As a cooperative measure, permission is granted to the Drug Enforcement Administration to operate mobile and portable radio frequency equipment on the following talk groups that are part of the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS). Attached you will also find the appropriate code key for Starcomm, permission is also granted to use those Channels, TAC5 and DPSO Statewide.

<table>
<thead>
<tr>
<th>Transmit Frequency (MHz)</th>
<th>TX PL Tone</th>
<th>Receive Frequency (MHz)</th>
<th>RX PL Tone</th>
<th>FCC License</th>
<th>Expiration Date</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>TAC5</td>
<td>N/A</td>
<td>TAC5</td>
<td>N/A</td>
<td>02/14/2024</td>
<td>24Km center of DuPage Co</td>
</tr>
<tr>
<td>N/A</td>
<td>DPSO Statewide</td>
<td>N/A</td>
<td>DPSO Statewide</td>
<td>N/A</td>
<td>04/05/2024</td>
<td>24Km center of DuPage Co</td>
</tr>
</tbody>
</table>

The operation of the aforementioned radio equipment and use of frequencies will adhere to FCC rules and regulations and will be used for official law enforcement business, as well as emergency use.

Authorized By:

Signature: ________________________  Agency: ________________________

Print Name: ________________________  Address: ________________________

Title: ________________________  Date: ________________________

Phone: ________________________
Subject: Memorandum of Understanding for DEA frequency use

To Whom It May Concern:

As a cooperative measure, permission is granted to the Drug Enforcement Administration to operate mobile and portable radio frequency equipment on the following frequencies that are licensed by the DuPage Co Sheriff's Office: Line 1 is DPSO F1 800 and Line 2 is DPSO F2 800. Attached you will also find the appropriate code key for Starcomm, permission is also granted to use those Channels, TAC5 and DPSO Statewide.

<table>
<thead>
<tr>
<th>Transmit Frequency (MHz)</th>
<th>TX PL Tone</th>
<th>Receive Frequency (MHz)</th>
<th>RX PL Tone</th>
<th>FCC License</th>
<th>Expiration Date</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>857.3625</td>
<td>205</td>
<td>812.3625</td>
<td>205</td>
<td>0004826954</td>
<td>02/14/2024</td>
<td>24Km center of DuPage Co</td>
</tr>
<tr>
<td>854.9625</td>
<td>205</td>
<td>809.9625</td>
<td>205</td>
<td>0004826954</td>
<td>04/05/2024</td>
<td>24Km center of DuPage Co</td>
</tr>
</tbody>
</table>

The operation of the aforementioned radio equipment and use of frequencies will adhere to FCC rules and regulations and will be used for official law enforcement business, as well as emergency use.

Authorized By:

Signature: ___________________________  Agency: ___________________________
Print Name: ___________________________  Address: ___________________________
Title: ________________________________  ______________________________________
Phone: _______________________________  Date: _____________________________
ETSB Other Action Item

17-18-23

Three (3) Attendees from DuPage ETSB PSAP ACDC to attend Hexagon's annual international conference, HxGN LIVE, in Las Vegas, Nevada on June 12-15, 2018 for an estimated cost of $2,730.00 per attendee (Total conference amount not to exceed $8,190.00)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Department: ETSB - Emergency Telephone System Board

Reviewed by and Date Approved

<table>
<thead>
<tr>
<th>Name</th>
<th>Completed Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eve Kraus</td>
<td>03/06/2018 10:01 AM</td>
</tr>
<tr>
<td>Linda Zerwin</td>
<td>03/06/2018 10:17 AM</td>
</tr>
<tr>
<td>ETSB - Emergency Telephone System Board</td>
<td>03/13/2018 8:50 AM</td>
</tr>
</tbody>
</table>
OVERNIGHT TRAVEL REQUEST
Valid for ALL overnight travel
Revised 3-14-2017

REQUEST DATE: 3/13/2017

| NAME: | TITLE: Operations Manager |
| DEPARTMENT: ACDC | ACCOUNT CODE: 5820-53610/53600/53610 |

PURPOSE OF TRIP: (explain fully the necessity of making the trip)
HxGN LIVE offers the opportunity for attendees to explore CAD software, new technologies, integrated emergency management solutions, and tools for planning, designing and documenting infrastructure networks. It allows attendees to brainstorm and problem solve different challenges with experienced leaders in addition to providing hundreds of technical, educational and hands-on workshops and keynotes.

DESTINATION: Las Vegas, Nevada

DATE OF DEPARTURE: 6/11/2018
DATE OF RETURN ARRIVAL: 6/15/2018

(Please include a detailed explanation if different from official business dates)
HxGN LIVE starts early the morning of June 12. It is necessary for attendees to travel the day before to arrive in time.

Please indicate the estimated amount for each applicable expense.

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>REGISTRATION:</td>
<td>$750.00</td>
</tr>
<tr>
<td>TRANSPORTATION:</td>
<td>$400.00</td>
</tr>
<tr>
<td>LODGING</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>MISCELLANEOUS EXPENSES (parking, mileage, etc.)</td>
<td>$100.00</td>
</tr>
<tr>
<td>RENTAL CAR: (explain fully the necessity)</td>
<td>$0.00</td>
</tr>
<tr>
<td>REFERENCE MATERIALS:</td>
<td>$0.00</td>
</tr>
<tr>
<td>MEALS: (Per Diems)</td>
<td>$280.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$2,730.00</td>
</tr>
</tbody>
</table>

REVIEWED BY AND DATE APPROVED:

Department Head: ____________________________ Date: 6/22/2018
(Signature)

Committee Name: ____________________________ Date: __________

County Board: ____________________________ Date: __________

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.
OVERNIGHT TRAVEL REQUEST
Valid for ALL overnight travel
Revised 3-14-2017

REQUEST DATE: 3/13/2017

<table>
<thead>
<tr>
<th>NAME:</th>
<th>TITLE: Telecommunicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT: ACDC</td>
<td>ACCOUNT CODE: 5820-53510/53600/53610</td>
</tr>
</tbody>
</table>

PURPOSE OF TRIP: (explain fully the necessity of making the trip)
HxGN LIVE offers the opportunity for attendees to explore CAD software, new technologies, integrated emergency management solutions, and tools for planning, designing and documenting infrastructure networks. It allows attendees to brainstorm and problem solve different challenges with experienced leaders in addition to providing hundreds of technical, educational and hands-on workshops and keynotes.

DESTINATION: Las Vegas, Nevada

(Please include a detailed explanation if different from official business dates)
HxGN LIVE starts early the morning of June 12. It is necessary for attendees to travel the day before to arrive in time.

Please indicate the estimated amount for each applicable expense.

| REGISTRATION: | $750.00 |
| TRANSPORTATION: | $400.00 |
| LODGING | $1,200.00 |
| MISCELLANEOUS EXPENSES (parking, mileage, etc.) | $100.00 |
| RENTAL CAR: (explain fully the necessity) | $0.00 |
| REFERENCE MATERIALS: | $0.00 |
| MEALS: (Per Diems) | $280.00 |
| TOTAL | $2,730.00 |

REVIEWED BY AND DATE APPROVED:

Department Head: ________________________________ Date: 2/02/2018

Committee Name: ________________________________ Date: _________

County Board: ________________________________ Date: _________

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.
# OVERNIGHT TRAVEL REQUEST

Valid for ALL overnight travel  
Revised 3-14-2017

<table>
<thead>
<tr>
<th>REQUEST DATE:</th>
<th>3/13/2017</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>NAME:</th>
<th>TITLE: Telecommunicator</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DEPARTMENT: ACDC</th>
<th>ACCOUNT CODE: 5820-53510/53600/53610</th>
</tr>
</thead>
</table>

**PURPOSE OF TRIP:** (explain fully the necessity of making the trip)

HxGN LIVE offers the opportunity for attendees to explore CAD software, new technologies, integrated emergency management solutions, and tools for planning, designing and documenting infrastructure networks. It allows attendees to brainstorm and problem solve different challenges with experienced leaders in addition to providing hundreds of technical, educational and hands-on workshops and keynotes.

<table>
<thead>
<tr>
<th>DESTINATION: Las Vegas, Nevada</th>
</tr>
</thead>
</table>

|-----------------------------|----------------------------------|

(Please include a detailed explanation if different from official business dates)

HxGN LIVE starts early the morning of June 12. It is necessary for attendees to travel the day before to arrive in time.

Please indicate the estimated amount for each applicable expense.

<table>
<thead>
<tr>
<th>REGISTRATION:</th>
<th>$750.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRANSPORTATION:</td>
<td>$400.00</td>
</tr>
<tr>
<td>LODGING:</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>MISCELLANEOUS EXPENSES (parking, mileage, etc.):</td>
<td>$100.00</td>
</tr>
<tr>
<td>RENTAL CAR: (explain fully the necessity):</td>
<td>$0.00</td>
</tr>
<tr>
<td>REFERENCE MATERIALS:</td>
<td>$0.00</td>
</tr>
<tr>
<td>MEALS: (Per Diems):</td>
<td>$280.00</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$2,730.00</td>
</tr>
</tbody>
</table>

**REVIEWS BY AND DATE APPROVED:**

Department Head: ____________________________________________________________________________________________________________
(Signature) [ ]
Date: 2/28/2018

Committee Name: ____________________________________________________________________________________________________________
Date: __________

County Board: ____________________________________________________________________________________________________________
Date: __________

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.