1. **CALL TO ORDER**

12:30 PM meeting was called to order by Chief Anthony Romanelli at 12:33 PM.

2. **ROLL CALL**

**PRESENT:** Baarman, Hayden (12:40 PM), Buckley, Romanelli

**ABSENT:**

Attendees:
- Linda Zerwin, DuPage Emergency Telephone Systems Board, Director
- Eve Kraus, DuPage Emergency Telephone Systems Board
- Matthew Teusch, DuPage Emergency Telephone Systems Board
- John Lozar, DU-COMM
- Jennifer Zales, DuPage Mayors and Managers Conference

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

Chairman Hayden arrived at 12:40 pm.

3. **CHAIRMAN'S REPORT**

There was none.

4. **PUBLIC COMMENT**

There was none.

5. **APPROVAL OF MINUTES**

A. ETSB - Policy Advisory Committee - Special Call - Apr 9, 2018 12:30 PM

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

B. ETSB - Policy Advisory Committee - Regular Meeting - May 1, 2018 12:30 PM

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

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Matt Baarman
SECONDER: Anthony Romanelli, Chief
AYES: Baarman, Buckley, Romanelli
ABSENT: Hayden

6. CONSENT ITEMS

A. Radio Maintainer Report

Member Baarman gave an overview of the April and May DEDIRS reports. The main topic was third touch, and a schedule to update the fire departments’ radios was sent out. Annual maintenance on the STARCOM system has begun, and they will need to shut down each tower for an hour while maintenance is occurring.

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

1. 17-18-41 DEDIRS Monthly Maintainer Report - April

2. 17-18-42 DEDIRS Monthly Maintainer Report - May

7. DEDIRS ACCESS REQUEST

A. ETS-R-0028-18 Resolution to Approve Access to the DuPage Emergency Dispatch Interoperable Radio System Talk Groups Pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) as Requested by the Metra Police Department
Director Zerwin introduced the application and discussed Metra’s potential operations with the PAC. She suggested that this application for access might be a good candidate for the new interoperable talk groups included in 911-005.2: Access to DEDIRS policy. These talk groups would allow dispatchers to patching appropriate talkgroups to make it most efficient and convenient for Metra. Several PAC members expressed concern with Metra being able to find the correct talk group when needed. The PAC discussed this option, as well as the option to set aside a separate talkgroup specifically for DuPage Metra. The PAC agreed that the best option would be to approach Metra regarding setting up the unified/interoperable channels instead of the list of channels in their application. This would give them access to the channels they are requesting, but would be more efficient and simple to operate. The recommendation would then be passed on to the ETS Board.

Member Buckley made a motion to table this item, seconded by Member Baarman. Motion passed unanimously.

RESULT: TABLED [UNANIMOUS]  
Next: 7/9/2018 2:00 PM

MOVER: John Buckley, Chief  
SECONDER: Matt Baarman  
AYES: Baarman, Hayden, Buckley, Romanelli

8. ACTION ITEMS

A. Third Touch

A. PD and FD Standardization Templates  
Member Baarman stated that the programming schedule had been created, with the first radio scheduled for programming on June 18, 2018.

B. Alias Changes/Standardization and Due Dates  
Member Baarman stated that this item has been completed. Mr. Lozar has been following up with agencies to correct any errors or issues.

B. Naperville Communication Solution

1. 17-18-35 Naperville Communication Solution  
The PAC discussed a possible operational solution to patch the Harris radios in Naperville to the STARCOM radios in Warrenville to be able to communicate during an incident. Member Baarman and Mr. Lozar would look into the solution in more detail, and Member Baarman stated that there may be operational challenges as the solution will not work in all situations. Director Zerwin stated that the stakeholders involved would need to meet to discuss the solutions and its operational impact. Member Buckley stated that the fire agencies who are affected are very interested in this solution, and he was in favor of pursuing the solution to the point it makes sense.
The PAC recommended continuing to explore the solution to determine its viability. Member Buckley volunteered to get a work group together to discuss a solution.

C. Unit Status and Location

1. ETS-R-0027-18 Awarding Resolution to Motorola Solutions, Inc. for continuation of STARCOM21 airtime, DuPage Emergency Dispatch Interoperable Radio Systems (DEDIRS) improvements for inter-agency communication and GPS unit status and location capability (Total Contract Amount: $6,049,798.00)

Director Zerwin gave an overview of the proposal from Motorola. Licensing for everything in the system was negotiated, whether DuPage ETSB or agency-owned. She stated that if certain items in the contract were not utilized, the amount negotiated could be converted to airtime for ETSB equipment. She went over some of the specifications of the proposed GPS system with the PAC and discussed a potential timeline if DuPage ETSB approves the contract. Member Buckley stated that the fire agencies would need to discuss whether GPS would be useful on their radios, and he would like to see how CAD rolls out before making a decision. The PAC agreed that consistency on GPS across the system would be preferable, and Member Baarman stated that fire and police could be differentiated.

Director Zerwin stated that the contract was completed to get all STARCOM agencies a complete solution and offer all users the same discount. Director Zerwin said that DuPage ETSB will be approving the dollar amount of the contract; however, there was flexibility within the contract of which services would be opted into.

The PAC discussed going to TDMA and that a decision would need to be made whether the fire radios would continue to use the VHF patch. The FCC has pushed back regulations on this issue to 2020 or 2021, and the system should be prepared. Going to TDMA for all radios would also make the entire system more efficient.

The PAC discussed Bluetooth capabilities in the radios, and Member Baarman stated that another demo could be arranged.

The PAC was in support of proceeding with the contract. They acknowledged that there were policies that will need to be addressed, as well as further discussion. The PAC will look for direction from DuPage ETSB based on their decisions on some of the contractual issues.

A motion to recommend award of the contract in its entirety was made by Member Buckley, seconded by Member Baarman.

Motion passed unanimously.
RESULT: APPROVED [UNANIMOUS]
MOVER: John Buckley, Chief
SECONDER: Matt Baarman
AYES: Baarman, Hayden, Buckley, Romanelli

9. OLD BUSINESS
There was no old business.

10. NEW BUSINESS
There was no new business.

11. NEXT MEETING:
   A. Tuesday, July 3 at 12:30pm in Room 3-500B
      Monday, July 9, 2:00 PM, 418 N. County Farm Road, Wheaton, IL, Chapel.

12. ADJOURNMENT
Member Baarman made a motion to adjourn the meeting at 2:00 PM, seconded by Member Buckley.

Respectfully submitted,
Michealeena Trakas