1. CALL TO ORDER

12:30 PM meeting was called to order by Chairman Timothy Hayden at 12:33 PM.

2. ROLL CALL

PRESENT: Baarman, Hayden, Buckley, Romanelli

ABSENT: Attendees:
Linda Zerwin, DuPage Emergency Telephone Systems Board, Director
Matthew Teusch, DuPage Emergency Telephone Systems Board
John Lozar, DU-COMM
Michealeena Trakas, Addison Police Department, Secretary
Kevin Peralta, DuPage Mayor’s and Manager’s Conference

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

3. CHAIRMAN'S REPORT

There was none.

4. PUBLIC COMMENT

There was no Public comment.

5. APPROVAL OF MINUTES

A. ETSB - Policy Advisory Committee - Special Call - Aug 13, 2018 2:00 PM

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

6. CONSENT ITEMS

A. Radio Maintainer Report

1. 17-18-59 DEDIRS Monthly Maintainer Report - August
   
   Member Baarman gave an overview of the August DEDIRS report.
   
   Member Baarman said that Third Touch for fire agencies was coming to a close. He stated that Naperville’s talkgroups were programmed into the radios and that the patch is ready; Motorola needs to finalize work on the Wheaton tower and then the patch can be used.
   
   A motion was made by Member Buckley, seconded by Member Romanelli, to forward this item to the DuPage ETS Board to receive and place on file. Motion passed unanimously.

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 stated that this item would still need to be tabled and that the DuPage ETS Board is working with Metra to come up with a plan. There also will be further discussion with leadership of the Incident Management Assistance Team.

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

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

Next: 11/6/2018 12:30 PM

8. ACTION ITEMS
A. Third Touch

Member Baarman said that the police template has been approved, but there were a few changes made before programming begins. Coordinator Lozar said that there was a punch list of items that needed to be resolved with Chief Herron and Chief Madden.

The PAC agreed that the UHF frequencies should be kept until the new backup is operational.

The PAC discussed the renaming of the police task force talkgroups to generic Task Force 1-4. They discussed that the encryption policy and how these task forces would have access to encrypted talkgroups. More discussion and adjustments will be needed regarding the encryption access policy; however, all task force talk groups would remain encrypted. The PAC had no opposition to renaming the talkgroups to Task Force 1-4.

Coordinator Lozar said that they will be getting the aliases formatted and ready for all police departments. They will get a master list and do a code plug dump. There were a number of other small outstanding technical tasks that needed to be done to prepare police for Third Touch.

Coordinator Lozar said that there needs to be system administration direction regarding TDMA. The PAC discussed TDMA and that it was beneficial for the police side to go TDMA. The DuPage ETS Board had voted to go TDMA, and Member Baarman said TDMA, along with GPS, had been purchased for the radios. The PAC discussed how the DuPage ETS Board-owned versus agency-owned radios would be handled for TDMA, as well as a timeline for when all agencies should have TDMA radios. The PAC discussed giving at least one budget cycle to allow agencies to budget for new radios. Director Zerwin suggested to give agencies suggestions of replacement radios to help keep the number of code plugs down. Since the radios do not yet need replacement, there was time to research and make recommendations to the ETS Board and agencies. Coordinator Lozar pointed out that a new code plug would need to be made if an agency did not have TDMA- and GPS-enabled radios, and the PAC discussed that the agency would be responsible for the cost of creating and programming the code plug if they did not have TDMA and GPS on their radios.

9. OLD BUSINESS

Member Buckley asked to discuss the Wave application. Member Baarman stated that Motorola has not responded about if there could be an alias or other way to find out who was using the application. The PAC agreed that the use of the Wave application should be administrative and not mission critical. Director Zerwin said that a policy would be needed regarding use of the Wave application, and a review of the existing policy would be done to see if there was already applicable language.

10. NEW BUSINESS

There was none.

11. NEXT MEETING:
A. Tuesday, October 2 at 12:30pm in Room 107

12. **ADJOURNMENT**

Member Baarman made a motion to adjourn the meeting at 1:24 PM, seconded by Member Romanelli.

Respectfully submitted,
Michealeena Trakas