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 (8:56 AM), Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis |
| ABSENT:  | Kruger |

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

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

**ATTENDEES:**
- Delores Temes - ACDC
- Philip Norton - Glen Ellyn PD
- Geoff Pretkelis - Bartlett PD
- Bill Srejma - ACDC
- Jen O’Keefe - DPSO
- Jan Barbeau - SAO
- Tim Roberts - Bloomingdale PD
- Matt Wolenberg - Bloomingdale PD
- Kathy King - County Clerk
- Bill Budds - Downers Grove PD
- Aaron Jacobs - DSO
On roll call, Members Block, Connolly, Franz, McGinnis, Tegtmeyer and Tillman were present. Members Eckhoff and Kruger were not present at the time of roll call.

3. **PUBLIC COMMENT**
   
   There was no Public comment.

4. **CHAIRMAN'S REPORT**
   
   Chairman Grasso stated that this is the 17th anniversary of 9/11. He remembers well what happened. The first responders ran to the scene and into trouble.

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

6. **CONSEN T AGENDA**
   
   Member Tegtmeyer moved, seconded by Member McGinnis, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

   A. **Monthly Staff Report**

   1. 17-18-63 Monthly Report for September 11 Regular Meeting

   B. **Revenue Report 911 Surcharge Funds**

   1. 17-18-60 ETSB Revenue Report for September 11 Regular Meeting for Funds 5820/Equalization, 5810/Wireless and 5800/Wireline

   C. **Minutes Approval**

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

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

   2. ETSB - Emergency Telephone System Board - Committee of the Whole - Aug 14, 2018 8:40 AM
RESULT: ACCEPTED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Diane McGinnis, Public Representative
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

3. ETSB - Emergency Telephone System Board - Regular Meeting - Aug 14, 2018 8:50 AM

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

7. ACTION ITEMS

A. Payment of Claims

1. 17-18-61 Payment of Claims for September 11, 2018 for FY18 - Total Paylist: $898,845.87; Total for 4000-5800 (wireline): $142.23; Total for 4000-5810 (wireless): $6,310.98; Total for 4000-5820 (equalization): $892,392.66.

Member Block moved, seconded by Member Tillman, to approve the Payment of Claims for September, 2018 FY18 Total for 4000-5800 (Wireline) $142.23, Total for 4000-5810 (Wireless) $6,310.98 and Total for 4000-5820 (Equalization) $892,392.66. On voice vote, motion carried.

B. Change Orders

1. ETS-CO-0025-18 Resolution approving Change Order #3 to AT&T Inc. PO 917129/2710-1 to extend the contract end date and amend the budget code in the County finance software (Non-Monetary Change Order)

Member McGinnis moved, seconded by Member Tegtmeyer, that Resolution #ETS-CO-0025-18 be approved and adopted. On voice vote, motion carried.
2. ETS-CO-0026-18 Resolution approving Change Order #6 to Comcast Holdings Corporation dba Comcast Business Communications, LLC PO 950906/2018-1 to amend the service locations in the contract (Non-Monetary Change Order)

Member Tillman moved, seconded by Member Tegtmeyer, that Resolution #ETS-CO-0026-18 be approved and adopted. On voice vote, motion carried.

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

3. ETS-CO-0027-18 Resolution approving Change Order #3 to DELTAWRX, LLC PO 950895/1941-1 to extend the contract for one (1) year and amend the budget code in the County finance software (Total Amount of Change Order: $108,000.00; New Contract Amount: $345,900.00)

Member McGinnis moved, seconded by Member Connolly, that Resolution #ETS-CO-0027-18, Resolution Approving Change Order #2 to DELTAWRX, LLC PO 950895/1941-1 to extend the Contract for One (1) Year and Amend the Budget Code in the County Finance Software, be approved and adopted.

Member Franz questioned if Hexagon would pay part of this change order because of the delay.

Member Connolly stated that they were hired to keep Hexagon on track.

Staff indicated that DELTAWRX has worked hard to keep the project on track and felt that without their efforts, given the number of projects in process at ETSB, things would not have progressed this far.

Member Connolly moved, seconded by Member Tillman that Resolution #ETS-CO-0027-18 be tabled. On voice vote, motion carried.
C. Resolutions

1. ETS-R-0043-18 Resolution approving the transfer of inventory from the Emergency Telephone System Board of DuPage County to DuPage County Facilities

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0043-18, Resolution Approving the Transfer of Inventory from the Emergency Telephone System Board of DuPage County to DuPage County Facilities, be approved and adopted.

Ms. Zerwin stated that they had 15 year old furniture that was surplus with a depreciation value of zero. It is still functional but the new building project allowed for new furniture in the ETSB offices so this furniture is no longer necessary. They are transferring it to the County for surplus or disposal.

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0043-18 be approved and adopted. On voice vote, motion carried.

2. ETS-R-0044-18 A Resolution approving the execution of Memorandums Of Understanding between the Emergency Telephone System Board of DuPage County and participating Fire Agencies for the implementation and maintenance of a Fire Station Alerting System

Member Tillman moved, seconded by Member Block, that Resolution #ETS-R-0044-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Tillman
SECONDER: Joe Block, Vice Chairman
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger


Member Connolly moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0045-18 be approved and adopted. On voice vote, motion carried.

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

D. Travel and Training

1. 17-18-62 Authorization to travel - ETSB Executive Director and Members from DU-COMM and Sheriff’s Office PSAPs to attend 34th Annual IPSTA conference in Springfield, IL on November 3-7, 2018 (Total per attendee not to exceed: $1,600.00 each, for a maximum total of $9,600.00)

Member Tillman moved, seconded by Member Franz, that the ETSB Executive Director and Members from DU-COMM and Sheriff’s Office PSAPs be authorized to attend 34th Annual IPSTA conference in Springfield, Illinois on November 3-7, 2018 (Total per attendee not to exceed $1,600.00 each, for a maximum total of $9,600.00). On voice vote, motion carried.

8. BUDGET

A. FY19 Budget

1. ETS-R-0046-18 Annual Appropriation Resolution for Emergency Telephone System Board of the County of DuPage, State of Illinois, for the Fiscal Period beginning December 1, 2018 and ending November 30, 2019

Member Eckhoff moved, seconded by Member Tillman, that Resolution ETS-R-0046-18, Annual Appropriation Resolution for Emergency Telephone System Board
Member Franz questioned if there were any increases or changes. Ms. Zerwin replied that in Account 52100 there is $10,000.00 for batteries and a recommendation for Account 57300 of $45,000.00 for static-free carpet for the Sheriff’s PSAP.

Member Connolly asked if there is a projected revenue for two years, are they back to the old revenue in year three. He questioned if there was cash in reserve. Ms. Zerwin answered that she showed it all broken out - ex: Capital, Personnel, etc. The estimated cash is shown and a reserve is in the budget documents.

Ms. Zerwin stated that the Equalization surcharge revenue collected in year 2016 was not appropriated. That is why there is a cash balance in the 5820 fund.

Member Connolly questioned if they have $12 million in projected revenue for FY18. If it is the revenue going back to 2016, they are still good.

Member Tegtmeyer asked that if they reserve the money, it doesn’t restrict the use. He thought they should move to set aside equipment replacement funds. Ms. Zerwin replied that he was correct in his statement. She stated that she spoke with CFO Paul Rafac. He indicated that he also discussed this matter with the current County outside auditors and the recommendation was to set aside funds rather than to create a reserve fund.

Member Franz questioned if they have a $7.5 million surplus to 2023, assuming it is going back to the old rate. Ms. Zerwin remarked that that is a very conservative estimate assuming the ETSB does not need to replace all the equipment.

Member Franz asked what the policy is. Ms. Zerwin replied the Board approved a replacement policy but with consolidation and the new PSAPs, the Board has not voted to set aside any funds in the last two years. This is why it is part of the budget process. The policy that was put in place is very basic and that it is due for a review.

Chairman Grasso felt the time to appropriate the budget funds is now.

Member Eckhoff moved, seconded by Member Tillman, that Resolution ETS-R-0046-18 be approved and adopted. On roll call, Chairman Grasso and Members Block, Connolly, Eckhoff, Franz, McGinnis, Tegtmeyer and Tillman voted “aye.” Member Kruger was not present at the time of roll call. Motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Grant Eckhoff, District 4
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

B. Budget Projection Discussion

Ms. Zerwin spoke regarding the third touch program upgrade to TDMA and use of GPS. The approved contract allows for licenses for existing APX radios in the system. Not all of the radios are owned by ETSB. She stated that the Board has multiple options including providing the licensing for the DEDIRS system existing radios, asking agencies to reimburse the discounted licensing costs procured by ETSB for their agency owned radios or requiring agencies to upgrade their radios at their own cost. The financial impact is approximately $200,000.00 of reimbursement funding that would be allocated to Equipment Replacement.

Member Block stated that he does not want to ask the agencies to pay.

Member Tegtmeyer said that this is to upgrade all radios charging a discount rate. He asked if they pay if they buy extra radios. Ms. Zerwin replied that the ETSB purchased licensing for existing radios. The agencies who own the radios that they purchased outside of the ETSB contract will pay airtime.

Chairman Grasso stated that he doesn’t want to see this open-ended. He felt people would buy more radios.

Member Tillman asked if we don’t pay for airtime if they bought extra radios.

Chairman Grasso remarked that they should look at standardization. It is difficult when they are buying extra.

Ms. Zerwin said that the agreement shows that we are not responsible for airtime beyond the first seven years. She also stated that the current airtime contract does not include radios purchased by agencies on their own outside of the ETSB contract.

Member Eckhoff asked what the cost was. Ms. Zerwin answered that it is $200.00 for a TDMA license. There is a GMS upgrade of $300.00 plus an annual GPS airtime for a total in later years of the contract.

Member Tegtmeyer stated that if they moved to TDMA, then all radios will need to be updated. He supports paying for all updates.

Member Connolly remarked that five of his Westmont Fire vehicles don’t have STARCOM radios.
Chairman Grasso encouraged everyone to talk to each other regarding the policy. This is the standard way to purchase. He doesn’t want agencies to purchase extra or pay for it.

Member Eckhoff said that he felt agencies should share the cost of extra equipment.

Member Tegtmeyer stated that agencies bought what they believed they needed, not extras. He wants to move forward and get this done. Radios need to communicate with each other.

Member Connolly remarked that he felt it was not an extra cost that ETSB should pay. Chairman Grasso asked if the consensus of the Board was to have staff move forward with TDMA and GPS upgrades for all existing radios in the system.

Ms. Zerwin stated that the first replacement will be on the police side.

Member Franz questioned when we need to replace the radios. He felt the equipment replacement needs a consistent policy. Ms. Zerwin replied by the year 2024.

Geoff Pretkelis, Bartlett PD, asked if they are paying for airtime. The agency is growing and purchasing more radios.

Chairman Grasso said that they don’t want to drift into individuality.

Ms. Zerwin questioned if they could afford a radio for each person if they were to adopt police model for fire.

9. DUPAGE ETSB 911 SYSTEM DESIGN
Ms. Zerwin stated that she had nothing to add beyond what was already in the monthly report.

10. DUPAGE JUSTICE INFORMATION SYSTEM PROJECT
Ms. Zerwin stated that she had nothing to add beyond what was already in the monthly report.

Member Connolly wanted to readdress Agenda Item 7B, the tabling motion of Resolution #ETS-CO-0027-18, Resolution Approving Change Order #2 to DELTAWRX, LLC PO 950895/1941-1 to extend the Contract for One (1) Year and Amend the Budget Code in the County Finance Software. He questioned where they are with this issue and how did this happen.

Ms. Zerwin replied that DELTAWRX has been forthcoming in the project performance of Hexagon. She stated that the contract had two test plan sessions. There is an expectation that the test plans will identify failures in the system. In this case there were significantly more failures than expected. Hexagon neglected to tell ETSB and DELTAWRX about all the failures. Since then, Hexagon has made wholesale changes to their software.

Member Franz stated that CAD is going well. RMS is where this issue is. He felt Hexagon should be penalized and that they should pick up additional cost for DELTAWRX.
Ms. Zerwin said that the proposed amendment will redesign the contract incorporating a timeline to get a usable program. There are some monetary concessions in the amendment because of the delays.

Member Connolly asked how long the delay will be. Ms. Zerwin replied that she will have a better idea on Friday. They are 45 days behind. RMS was extended in their current contract.

Member Connolly would like to hear from Hexagon and DELTAWRX. He wants to know what their plan is and commitment to get this done. It is holding up CAD.

Chairman Grasso agreed and wants to get them to come to a meeting.

Ms. Zerwin stated that they have met the scope in the fact that there is a report. The report prints 65 pages including blank fields when the goal was a concise report.

Chairman Grasso asked to bring them to the September 28th meeting so that the Board can express their concern.

Member Franz said that he would also like to hear from David Jordan as he is closest to this.

Member Connolly stated that he would like a report or presence from DELTAWRX also.

Chairman Grasso remarked that this item should remain tabled.

Member Connolly moved, seconded by Member Tillman that Resolution #ETS-CO-0027-18 be tabled. On voice vote, motion carried.

11. OLD BUSINESS
Under Old Business, Ms. Zerwin stated that she was unable to get the RFP for insurance out in time, therefore they may have to go one more year with the current company. She is looking for support to renew with the current company while the RFP is developed.

Member Connolly asked if she would have the time to research other companies. She stated that is what the RFP will do.

Chairman Grasso questioned what the cost is and will they be covered. The consensus of the Board was to renew and continue the RFP process for 2019.

12. NEW BUSINESS
There was no new business.

13. 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)

14. MATTERS REFERRED FROM EXECUTIVE SESSION
Member Tegtmeyer moved, seconded by Member Connolly, that the Executive Session minutes
of September 10, 2009, September 9, 2010 and September 8, 2011 be declassified and released.
On voice vote, motion carried.

   A. Review Executive Session Minutes from September 10, 2009 Meeting
   B. Review Executive Session Minutes from September 9, 2010 Meeting
   C. Review Executive Session Minutes from September 8, 2011 Meeting

15. ADJOURNMENT

   A. Next Meeting: Tuesday, September 25 at 8:50am in Room 3-500B

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

Respectfully submitted,

Paul Hinds