1. CALL TO ORDER

2. ROLL CALL

3. CHAIRMAN'S REPORT

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES

   A. Emergency Telephone System Board - Policy Advisory Committee - Regular Meeting -
      Tuesday September 4th, 2018

6. CONSENT ITEMS

   A. Radio Maintainer Report

      1. 17-18-69 DEDIRS Monthly Maintainer Report - September
      2. 17-18-70 DEDIRS Monthly Maintainer Report - October

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

   B. ETS-R-0049-18 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
      Western Springs Police Department

8. ACTION ITEMS
A. Third Touch

B. Policies

1. ETS-R-0050-18 Resolution to Adopt Policy 911-005.7 Procedure for Notification of Use of Talk Groups (DEDIRS)

9. OLD BUSINESS

10. NEW BUSINESS

11. NEXT MEETING:

   A. Tuesday, December 4 at 12:30pm in Room 107

12. ADJOURNMENT
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.
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

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 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
Memorandum

TO: Linda Zerwin, ETSB Executive Director
DATE: Monday, October 1, 2018
FROM: Matthew Baarman, Deputy Director
RE: DEDIRS Maintenance Status Report

Starcom Site Trunking Event:
On the evening of Wednesday, September 26, some agencies started to experience coverage issues with STARCOM talkgroups. The issues was reported to the STARCOM NOC. The next morning, Thursday, September 27, around 7 am the entire DuPage STARCOM Radio Site went into Site Trunking. PSAPs moved dispatch to control stations, but this event was different as the radio sites were failing and restoring rapidly between “Wide” and “Site” Trunking. The bouncing caused the radios to bonk users as radios were actively searching for other sites that were up. STARCOM forced the DuPage Radio site into Site Trunking to give users some stability in accessing the channels.

The STARCOM team determined some tollway fiber was crushed, which caused site links to multiple sites to fail. Both site links for the DuPage Radio site and some of the simulcast subsites went through the same fiber cable. The tollway started repairs, but while completing splices they found additional damage along the fiber. Finally, around 7pm the DuPage radio site returned to Wide Trunking and the user experience returned to normal. The STARCOM team is putting together an after action report which will be provided to ETSB. ETSB and the PSAPs will be working with STARCOMM and the Illinois Tollway Authority to develop a plan of action in the event of future outages in order to prevent lengthy disruptions in service.

Next Touch Progress:
All fire agencies have been visited for Third Touch programing. There are a handful of agencies that need to bring a few radios to DU-COMM, as they were not available at the time of programming. With Fire Third Touch complete focus will shift to Police radios.

The following changes, approved in PAC, are coming in the Police template code plugs: removing the home zone from all other police agencies radios, standardizing aliases in all police radios, renaming a few of the encrypted talkgroups to a more generic “task force + # “ format, and removing UHF aliases. With the STARCOM Site Trunking event, a few additional changes are going to be investigated like: assigned backup talkgroup channel to the same location in the radio, remove scrollable zones, and ensure PSAPs have dispatch zones with primary and backup channels for each channel. Code plug creation is starting while we work with Motorola in the TDMA and GPS license upgrade process.

A schedule for programming is being developed and is planned to be sent in October. Agencies need to make all radios available on the first day of their schedule. Additional day(s) of programming will be reserved for agencies with a large number of radios to ensure all radios received updates. John Lozar will contact each agency roughly two weeks prior to the scheduled date to confirm the programming details. If you have questions, please contact John Lozar (jlozar@ducomm.org).
**Radio Repairs:**
The most common issue has been 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:

[Bar chart showing radio repairs by month and category]

**Talkgroup Usage:**
The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from September 1 thru September 30, 2018 are as follows (all time in seconds):
September Track-it Issues:

- Number of New Tickets = 38
- Number of Closed Tickets = 61
- Number of Open Tickets = 39
- Average age of Open Tickets = 523 days. A few of the largest categories are:
  - 11 tickets - Loaner request - 883 days (tickets left open while radios are on loan)
  - 11 tickets - Third Touch - 786 days
Memorandum

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

Next Touch Progress:
Motorola is working to provide a single upgrade dongle to add both GPS and TDMA at the same time. If successful, this will allow Police radios to be updated in about the same time as past touches. Once received, DU-COMM will test the upgrade process and start to schedule programming for all Police agencies. Agencies need to make all radios available on the first day of their schedule. Additional day(s) of programming will be reserved for agencies with a large number of radios to ensure all radios receive updates. John Lozar will contact each agency roughly two weeks prior to the scheduled date to confirm the programming details. If you have questions, please contact John Lozar (jlozar@ducomm.org).

Naperville Patch:
DuPage has renamed two spare talkgroups to “NV FD1” and “NVFDGD1” in third touch. These talkgroups will be patched to a control station that will be tuned to the respective frequencies. Motorola completed the initial site walk last week and picked up the CCGW to start programming equipment. Once completed, the equipment will be deployed at the Wheaton Tower, so DuPage users will be able to select the above talkgroups and talk to Naperville on these channels. We are hopeful testing of this configuration will begin in November.

Radio Repairs:
The most common issue has been 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:
Talkgroup Usage:
The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from October 1 thru October 31, 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>Total Group Busy 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>282,167</td>
<td>92,312</td>
<td>40</td>
<td>3</td>
<td>10</td>
<td>1</td>
<td>1,652</td>
</tr>
<tr>
<td>DU 3WEST</td>
<td>262,510</td>
<td>85,777</td>
<td>60</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>1,644</td>
</tr>
<tr>
<td>DU ACDC 3</td>
<td>261,449</td>
<td>77,676</td>
<td>44</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>1,005</td>
</tr>
<tr>
<td>DU 1EAST</td>
<td>244,233</td>
<td>76,525</td>
<td>61</td>
<td>1</td>
<td>3</td>
<td>1</td>
<td>1,590</td>
</tr>
<tr>
<td>DU 1SOUTH</td>
<td>221,868</td>
<td>69,667</td>
<td>30</td>
<td>2</td>
<td>8</td>
<td>1</td>
<td>1,034</td>
</tr>
<tr>
<td>DU ACDC 1</td>
<td>218,302</td>
<td>67,901</td>
<td>32</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>25</td>
</tr>
<tr>
<td>DU 1WEST</td>
<td>206,488</td>
<td>66,373</td>
<td>32</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>985</td>
</tr>
<tr>
<td>DU 3SOUTH</td>
<td>204,821</td>
<td>62,325</td>
<td>40</td>
<td>1</td>
<td>3</td>
<td>1</td>
<td>849</td>
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<tr>
<td>DU 1NORTH</td>
<td>187,595</td>
<td>59,977</td>
<td>43</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>934</td>
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<tr>
<td>DU 7SOUTH</td>
<td>184,226</td>
<td>56,537</td>
<td>31</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>888</td>
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<tr>
<td>DU ACDC 2</td>
<td>180,061</td>
<td>52,738</td>
<td>36</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>604</td>
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<tr>
<td>DU DPSO F1</td>
<td>175,399</td>
<td>54,741</td>
<td>55</td>
<td>1</td>
<td>5</td>
<td>1</td>
<td>657</td>
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<tr>
<td>DU 7WEST</td>
<td>163,757</td>
<td>50,417</td>
<td>32</td>
<td>2</td>
<td>6</td>
<td>1</td>
<td>406</td>
</tr>
<tr>
<td>DU FIRE NORTH</td>
<td>152,512</td>
<td>38,955</td>
<td>30</td>
<td>1</td>
<td>3</td>
<td>0</td>
<td>344</td>
</tr>
<tr>
<td>DU FIRE EAST</td>
<td>126,626</td>
<td>33,498</td>
<td>42</td>
<td>2</td>
<td>4</td>
<td>1</td>
<td>577</td>
</tr>
<tr>
<td>DU DPSO JAIL</td>
<td>122,832</td>
<td>34,039</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>DU FD ACDC1</td>
<td>110,955</td>
<td>26,163</td>
<td>34</td>
<td>1</td>
<td>3</td>
<td>1</td>
<td>148</td>
</tr>
<tr>
<td>DU FIRE SOUTH</td>
<td>110,271</td>
<td>28,900</td>
<td>61</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>584</td>
</tr>
<tr>
<td>DU DPSO COURT</td>
<td>100,098</td>
<td>30,669</td>
<td>55</td>
<td>3</td>
<td>9</td>
<td>1</td>
<td>2,039</td>
</tr>
<tr>
<td>DU FD ACDC2</td>
<td>87,928</td>
<td>21,458</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>97</td>
</tr>
</tbody>
</table>

October Track-it Issues:
- Number of New Tickets = 38
- Number of Closed Tickets = 54
- Number of Open Tickets = 51
- Average age of Open Tickets = 429 days. A few of the largest categories are
  - 11 tickets - Loaner request - 914 days (tickets left open while radios are on loan)
  - 11 tickets - Third Touch - 817 days
  - 12 tickets - Service Broken Part - 40 days
RESOLUTION TO APPROVE ACCESS TO THE DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM TALK GROUPS PURSUANT TO POLICY 911-005.2: ACCESS TO THE DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIRS), AS REQUESTED BY THE METRA POLICE DEPARTMENT

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 Metra Police Department has requested access to certain talk groups of DEDIRS pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS), and in the spirit of public safety and first responder interoperability; and

WHEREAS, the Metra Police Department’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 Metra Police Department detailed in Attachment A of this resolution.

NOW, THEREFORE BE IT RESOLVED, that DuPage ETSB hereby grants access to DEDIRS by the Metra Police Department according to ETS-R-0013-18, Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS), by this resolution.

Enacted and approved this 6th day of November, 2018 at Wheaton, Illinois.

________________________________________
GARY GRASSO, CHAIRMAN

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
June 1, 2018

Linda Zerwin, Director DuPage E.T.S.B.
421 N. County Farm Road
Wheaton, IL 60187

Ms. Zerwin,

This letter is to request the Metra Police Department access/authority onto the DuPage E.T.S.B. DEDIRS, this for the purpose of communicating with DuPage police and fire agencies within DuPage County. The Metra Police Department is in the process of becoming a StarCom21 customer and when in the area will utilize our existing DuPage (DEDIRS) StarCom21 radio infrastructure for their communications. With that said, there appears to me there will be no additional radio traffic experienced by allowing Metra Police Department access onto the DuPage StarCom21 radio system.

This request is for the Metra Police Department, in exchange for the DuPage County E.T.S.B. allowing the Metra Police Department access onto our talkgroups, the Metra Police Department will allow DuPage Users access onto dispatch and some administrative Metra Police Department talkgroups.

Talkgroups that are being requested by Metra Police Department are listed below:

<table>
<thead>
<tr>
<th>DU 1East</th>
<th>FD North</th>
<th>DU GLENE LCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>DU 1North</td>
<td>FD South</td>
<td>DU HINSD LCL</td>
</tr>
<tr>
<td>DU 1South</td>
<td>FD East</td>
<td>DU HPARK LCL</td>
</tr>
<tr>
<td>DU 3South</td>
<td>FD West</td>
<td>DU ITASC LCL</td>
</tr>
<tr>
<td>DU 1West</td>
<td>DU ACDC Fire1</td>
<td>DU LISLE LCL</td>
</tr>
<tr>
<td>DU 3East</td>
<td>DU ACDC Fire2</td>
<td>DU LMBRD LCL</td>
</tr>
<tr>
<td>DU 3South</td>
<td>DU ACDC Fire3</td>
<td>DU ROSEL LCL</td>
</tr>
<tr>
<td>DU 3West</td>
<td>DU UNIFIED 1</td>
<td>DU VPARK LCL</td>
</tr>
<tr>
<td>DU 7West</td>
<td>DU UNIFIED 2</td>
<td>DU WARVL LCL</td>
</tr>
<tr>
<td>DU ACDC1</td>
<td>DU UNIFIED 3</td>
<td>DU WESTM LCL</td>
</tr>
<tr>
<td>DU ACDC2</td>
<td>DU BARTL LCL</td>
<td>DU WHCGO LCL</td>
</tr>
<tr>
<td>DU ACDC3</td>
<td>DU BENV LCL</td>
<td>DU WHETN LCL</td>
</tr>
<tr>
<td>DU ACDC4</td>
<td>DU CLRHN LCL</td>
<td>DU WOODL LCL</td>
</tr>
<tr>
<td>DU DPSO F1</td>
<td>DU DWGRV LCL</td>
<td>DU DWG WT2</td>
</tr>
</tbody>
</table>
In the past there have been conversations on the best way for Metra Police to communicate with the agencies they work with, this solution seems to the most productive and efficient way to allow access to their respective police and fire channels. A recommendation should be made by the Policy Advisory Committee to discuss this further and determine the best practice for the Metra Police Department to communicate if this is not acceptable to ETSB. It should be noted the Metra Police Department is not requesting any encrypted talkgroups at this time, of course as technology changes their desire too may change.

As stated before, the Metra Police Department has applied to become a customer on the Motorola StarCom21 system. Their usage of the DuPage County DEDIRS radios channels should have no additional impact on the current DEDIRS system, provided they are allowed StarCom21 access.

The Metra Police Department understands they will be responsible for all programming costs of their radios.

Allowing the Metra Police Department access to specified talkgroups in DuPage County makes sense to every police and fire department where the Metra Rail Lines cross within their communities. This takes interoperability to the next step, allowing State Police, County Police, Municipal Police, Fire Fighters and Paramedics to talk to one another. The Metra Police Department and Metra Rail lines play an integral role in all our mutual aid plans.

I recommend the Metra Police Department be allowed access onto the DuPage County DEDIRS for the purpose of performing public safety communications.

If I can be of further assistance, please do not hesitate in contacting me.

Respectfully,

~/ Stevé Hêrron
Chief of Police
Roselle Police Department
DuPage EDIRS Participation Application

<table>
<thead>
<tr>
<th>AGENCY INFORMATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NAME OF AGENCY:</strong></td>
<td>Metra Police Department</td>
</tr>
<tr>
<td><strong>POINT OF CONTACT:</strong></td>
<td>Commander Brian Windle</td>
</tr>
</tbody>
</table>
| **BUSINESS ADDRESS** | 547 W. Jackson Blvd.  
Chicago, IL 60661 |
| **EMAIL ADDRESS:** | Bwindle@metrarr.com |
| **BUSINESS TELEPHONE:** | 312-322-8911 |
| **MOBILE TELEPHONE:** | 312-877-2678 |

<table>
<thead>
<tr>
<th>SPONSORING AGENCY INFORMATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NAME OF AGENCY:</strong></td>
<td>Roselle Police Department</td>
</tr>
<tr>
<td><strong>POINT OF CONTACT:</strong></td>
<td>Steve Herron</td>
</tr>
<tr>
<td><strong>BUSINESS ADDRESS</strong></td>
<td>103 S. Prospect Street, Roselle IL 60172</td>
</tr>
<tr>
<td><strong>EMAIL ADDRESS:</strong></td>
<td><a href="mailto:srherron@roselle.il.us">srherron@roselle.il.us</a></td>
</tr>
<tr>
<td><strong>BUSINESS TELEPHONE:</strong></td>
<td>630-671-4005</td>
</tr>
<tr>
<td><strong>MOBILE TELEPHONE:</strong></td>
<td>630-546-0009</td>
</tr>
</tbody>
</table>

**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 &quot;Form B&quot; 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>The total number of portable radios covered under this request is:</th>
<th>See Narratives</th>
</tr>
</thead>
<tbody>
<tr>
<td>The total number of mobile radios covered under this request is:</td>
<td>See Narratives</td>
</tr>
<tr>
<td>The total number of radios which will be operational during any daily operational shift is:</td>
<td>See Narratives</td>
</tr>
<tr>
<td>Type of radios to be programmed with a DuPage EDIRS talk group</td>
<td></td>
</tr>
</tbody>
</table>

The Applicant is requesting access to the following Talk Group[s]: See Attached Listings

<table>
<thead>
<tr>
<th>The Applicant has received approval from all police agencies operating on the requested talk group (attach a letter of approval from the agency[s])</th>
<th>YES</th>
<th>NO</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Applicant has received approval from all fire agencies operating on the requested talk group (attach a letter of approval from the agency[s])</th>
<th>YES</th>
<th>NO</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Applicant has received approval from all PSAPs operating on the requested talk group (attach a letter of approval from the agency[s])</th>
<th>YES</th>
<th>NO</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

#### Committee/Board Use Only:

**Review Process Checklist**

<table>
<thead>
<tr>
<th>Applicant has submitted proper paperwork</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Talk Group Agencies have been notified (see attached)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vendor Technical Review of Application Complete (see attached recommendation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 DAY Notice to Members made (see attached)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fees:**

| Staff Time Director | _____ hrs x _____ hourly rate | $ |
| Staff Time Admin | _____ hrs x _____ hourly rate | $ |
| Vendor Review | | $ |
| Postage | | $ |

| Grand Total | $ |

#### Posted on Committee Agenda

| Vote of Committee: Ayes_____ Opposed_____ Abstain_____ Absent_____ | Approved | [ ] Yes | [ ] No |
| Action or Direction Based on Vote: [ie TOT ETSB, request additional information, denied] | |
| | [date] | |

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

**Additional Information or Action from ETS Board:**
STARCOM21 OVERSIGHT COMMITTEE
System Access Application

Agency Name:  __Roselle Police Department for Metra Police Department____

Initiative Title/Name:  ___ Roselle Chief Steve Herron

Agency Contact Information for this Application:
Name:  ___Steve Herron______________________________
Agency:  __Roselle Police______________________________
Telephone #:  _630-671-4005___Alt # or Cell #: _630-546-0009_________
Email:  __sherron@roselle.il.us__________________________

Agency’s Interoperations Coordinator:
Name:  _____Commander Brian Windle____________________
Telephone #:  ___(312) 322-8911____Alt # or Cell #: ___(312) 877-2678 ______
Email:  _bwindle@metrarr.com__________________________

This application form is intended to provide the STARCOM21 Oversight Committee, and its Advisory Subcommittee, with the pertinent information necessary to determine if an agency is eligible to participate on the STARCOM21 network.

Please answer each section of this application as completely as possible. Once this application has been submitted, per the instructions below, a member of the STARCOM21 team will contact the initiator of this application if additional information is needed to process this application.

1.) Overview of Purpose for Communications Capability:
Include a general description of your intended use of the STARCOM21 network, i.e. routine public safety communications, emergency use only, etc.

The Illinois State Police is an existing customer on the StarCom21 Radio Network, is the desire of the Roselle Police Department and the Illinois State Police to have certain non-encrypted DuPage County Radio channels accessible to Illinois State Police Troopers for emergency and non-emergency police operations.

PLEASE CHECK HERE IF THIS IS AN ITTF ONLY APPLICATION ______

Form Revision Date:  December 1, 2010

Packet Pg. 17
If your agency is applying to use the STARCOM21 network for emergency purposes only (as described in the ITTF User Agreement) please ONLY answer:

*Question 2,*

the first half of *Question 5* (emergency alert is not used with ITTF only radios),

*Question 7,*

*Question 11,*

and ensure you answer the 5th question on the signature page (whether you intend to use the full ITTF template or the alternate template).

2.) *Agency Name & Description:*

Include a description of the type of services provided by your agency, your jurisdiction size and location, headquarters/field office location(s) (agency sub-divisions), number of officers and radios currently assigned to, and working in each along with the number of STARCOM21 mobiles, portables, consoles, control stations, etc. proposed for each location.

The Metra Police Department provides policing services to the Commuters that use the Metra Commuter Rail and those communities along the rail lines that the Metra Commuter Rail runs through. This includes most of DuPage County and we desire access to the designated radio talkgroups, listed in this application. In return the Metra Police Department will allow access for the DuPage DEDIRS onto dispatch and some administrative Metra Police Department channels.

3.) *Existing Communications Capabilities:*

Include a description of your current communications capabilities and system. Will those existing systems and capabilities be maintained as your primary or backup means of communications? Or is STARCOM21 replacing your existing communications system?

The Metra Police Department is an existing customer of StarCom21.

4.) *Estimated Traffic Counts:*

Provide your best estimate of traffic that will be generated. Identify standards used; per unit per day average, total agency per month, etc.

There will not be any increase in radio traffic over/through the DuPage StarCom21 radio towers, as the Metra Police Department already utilize the DuPage Towers.

5.) *Agency Requirements:*

Identify your agency’s anticipated communications uses, i.e. unit to unit, agency dispatch, dispatch by another agency, roaming requirements; anticipated equipment identification, i.e. how many portables, mobiles, vehicular repeater (VRS) units, consoles, control stations, etc.
In addition, indicate the manufacturer and model of each type of radio you plan to use on the network (example: manufacturer – Motorola Solutions; radio make - XTS2500; radio model – Model 2; console manufacturer/model – Motorola Solutions MCC7500; etc.). If your agency will be using radio equipment manufactured by a company other than Motorola Solutions, please read and sign Addendum C and include it with your signed STARCOM21 System Access Application.

All equipment utilized by the Metra Police Department is purchased and utilized on existing StarCom21 networks.

If emergency alert button is to be activated – where will the notification be monitored/processed? By whom?

The Cook County Sheriff’s Communication dispatch center.

Identify agency and talkgroup agreed upon to be used for the emergency button. N/A

6.) Interoperability Requirements:
Identify anticipated interoperability requirements: incident based and/or routine in nature? How much traffic will be generated? With what agencies? For what purpose? For what duration? What specific talkgroup(s) you’ll want to use from those specific agency(s) etc.

The Metra Police Department is an existing customer of the StarCom21 radio network. When in the area of DuPage County MPD currently utilize the DuPage StarCom21 Radio towers for communications to the Cook County Sheriff’s Communication Center. The Metra Police Department utilizes their radio system to communicate authorized radio transmissions, this request would allow authorized communications between Metra Police Officers and Police Officer/Fire Fighters or vice-versa in DuPage County.

7.) Local Policies Governing Use:
If your agency has an established tactical interoperability communications plan [TICP] and/or any other locally-developed technical and operational policies and procedures that will govern the use of the STARCOM21 radios, please provide a brief description of those documents below (for guidance, refer to Addendum A).

The detailed Illinois State TICP is published on the Illinois web site and can be located at: http://www.state.il.us/lema/selp/ticp.pdf

8.) Geographic Range or Scope of Communications Capabilities
Identify or explain the geographic range of communications requirements; i.e. local area, regional, statewide, etc. Provide an estimated break-down of percentage of use by each type of geographical description appropriate – as an example, “Based on historical data, we anticipate that 85% or more of our agency’s radio traffic will originate from within the
radio user’s primary assignment county; units providing assistance to another officer within a five-county region may account for an additional 10% of their traffic, with the remaining 5% or less due to occasional travel out of their geographic region, such as to Springfield or the Metro East area.”

Currently the majority of the Metra Police Officers traffic is generated between Officers and the Cook County Sheriff’s Communication Dispatch Center. We don’t see this practice changing; the majority of the radio traffic will remain between the Officers and their dispatch center. Any traffic between a DuPage County Police Officer, Deputy Sheriff, Fire fighters or Paramedics would be minimal and brief. During times of mutual aid, the amount or radio traffic would be reduced, as the MPD Officer would be able to contact the DuPage Police Officer, Sheriff Deputy, Fire Fighter or Paramedic directly and not require intervention from their Dispatcher.

9.) Benefit for Initiator:
Describe the benefits you expect to receive from use of SC21.

Interoperable communications between Metra Police and DuPage StarCom21 users.

10.) Impact on other Agencies:
Describe the impact your agency’s participation on SC21 will have on other agencies on the system.

This will benefit all DuPage StarCom21 users.

11.) Narrative:
Please include any additional information which may be useful to the members of the Oversight Committee in their consideration of your application.

The addition of the Metra Police Department will be beneficial to all users of the DuPage StarCom21 radio network. It allows Metra Police to access a system that is interoperable for all DuPage police and fire agencies.
By signature indicated below, applicant agrees with the six items listed below and understands the inability to comply with the six items listed below could result in the discontinuation of airtime service on the STARCOM21 network.

1. Provide all personnel who will be accessing/using STARCOM21 radios with training on the use of the radio equipment and communications procedures;

2. Adhere to the policies and procedures as defined by the STARCOM21 Oversight Committee;

3. Adhere to provisions of, and promote utilization of, the Statewide Communications Interoperability Plan (SCIP) as well as participate in development of your county Tactical Interoperable Communications Plan (TICP);

4. Adhere to the policies and procedures of ISPERN, IREACH, and other statewide networks as may be applicable;

5. Include an SIEC approved State Interoperable Template into the programming of all radios intended to be directly interoperable with other agencies, jurisdictions and disciplines on the STARCOM21 platform.

   Template to be programmed  ______ Full (AA thru AG)
   __________________________
   ______ Alternate (AA, AB, AG)

6. I agree to acquire Memorandum(s) of Understanding or Letters of Permission from any and all agencies/communities where I plan to add their talkgroup(s) to my STARCOM21 radio(s). I agree to acquire said documentation prior to the development of my template(s) or programming of my radio(s).

I have read and understand the contractual mobile and portable coverage as depicted in the STARCOM21 contract (for guidance, refer to Addendum B).

Signature below must be the Chief Executive Officer of the agency or organization (or designee).

Title (printed): ________________________________

Signature: ____________________________________

Name (printed): _______________________________

Date: ________________________________________

Please sign and return this application to your Motorola Solutions account representative or to:
Motorola Solutions Inc.
1301 E. Algonquin Road
Room 3070
Schaumburg, IL 60196
Att: Margaret Ponga,
847-875-9218

OR

Email this application to:
margaret.ponga@motorolasolutions.com and dean.bianco@motorolasolutions.com
STARCOM21
Standard Operating Procedures
and
Tactical Interoperability Communications Plan
Recommendations

The intent of this document is to provide guidance to STARCOM21 applicants or existing STARCOM21 users.

Standard Operating Procedure (SOP)
The SOP provides guidelines for the day-to-day use of the radio system by an agency or user.

1. Radios should be used for official business only. Radio communications should be in support of the agency or user’s core mission.
2. Transmissions on the radio should be kept short and to the point. Only use the airtime needed to clearly communicate the message.
3. Communications should be prioritized according to urgency:
   a. Emergency
   b. Officer or User Safety
   c. Routine Traffic.
4. If a dispatch center is used, clearly define that they are in control of all radio communications. They will handle communications based on #3 (above).
5. The agency/organization should have a defined training plan that will train the users on:
   a. The correct protocol for radio messages (what to say and how to say it)
   b. The correct way to operate the radios (functionality of buttons/knobs)
6. If the Emergency Button is used:
   a. The agency should have a defined policy on how to respond to the emergency button.
   b. Users should be trained in the use of and the circumstances where the emergency button will be used.
   c. Emergency buttons should only go to a 7/24 dispatch center
      i. If dispatch center is NOT used, there must be clear policies on how the emergency button will be used.

Tactical Interoperability Communications Plan (TICP)
The TICP defines how the agency or organization will communicate with adjoining agencies.

1. Agencies/departments should consult their county TICP, or if that doesn’t exist, consult the State TICP
2. If the agency is a part of the county or state TICP, simply follow that document
3. If not, TICP development consists of the following steps:
   a. Who do you need to talk to?
   b. What common resources are in use?
   c. When will you need to communicate with adjoining agencies
   d. Define the procedures for the users to follow on the ground.
   e. Implement any MOU’s required for the TICP.
STARCOM21
Master Contract TCVS-1500

3.2.3.3 Coverage Requirements

a) Mobile radio coverage (outdoor): Motorola Solutions shall design and deploy the initial STARCOM21 System that provides guaranteed statewide mobile radio coverage for greater than 95% of the geographic area of the State of Illinois, plus 3 miles beyond the State's jurisdictional border, subject to compliance with the prevailing NPSPAC RCRC rules...

b) Portable radio coverage (outdoor): Motorola Solutions shall design and deploy the STARCOM21 System providing outdoor portable radio coverage, with a Speaker/Microphone/Antenna (SMA) configuration, at an audio quality of DAQ 3.0 or greater. In areas not covered by Paragraph 3.2.3.3(c) below, such design may require the use of vehicular repeaters, which vehicular repeaters may be purchased by the State as an option.

c) Portable radio coverage (indoor): Motorola Solutions shall provide in-building portable coverage at an audio quality of DAQ 3.0 or greater in over 95% inside the jurisdictional boundaries, with a test confidence level as defined by TSB88 of 99% or better, for the counties of McHenry, Lake, Kane, Cook, DuPage, and Will; and for the cities of Rockford, Moline, East Moline, Kankakee, Peoria, Bloomington/Normal, Champaign, Decatur, Springfield, Carbondale, and the East St. Louis metropolitan area. The in-building coverage System design shall be based upon a building penetration loss of 8 dB. (This performance is also similar to that of a portable inside a passenger vehicle.)...

For additional information refer to the STARCOM21 master contract, TCVS1500.
Addendum C

Non-Motorola Solutions Radio Support Limitations and Disclaimer

The STARCOM21 State of Illinois radio system is an open system. This means that customers may be able to use other manufacturers’ radios on the system. While those radios may work on the system, Motorola Solutions offers the following as to the applicable support limitations and disclaimer of liability.

- Because Motorola Solutions has no control over third party manufacturers’ quality, hardware, or software, any issues the customer experiences with third party manufacturers’ radios, including, but not limited to, issues relating to the operation of such radios on the STARCOM21 system must be addressed by the third party radio manufacturer. Motorola Solutions disclaims any liability to the customer with respect to radios or equipment produced by third parties.
- Periodically, Motorola Solutions may perform enhancements or upgrades to the STARCOM21 system. System enhancements or upgrades may be done to address issues, add features to the system, or for other reasons deemed necessary by Motorola Solutions. Motorola Solutions does not guarantee that radios or equipment manufactured by third parties will not be affected by such enhancements or upgrades. It is the third party radio manufacturers’ responsibility to support, upgrade, supply patches or other fixes, and perform all other necessary tasks to ensure proper operation of their products on the STARCOM21 system and it is the customer’s responsibility to notify the third party manufacturer of any system enhancements or upgrades affecting such radios or equipment. Motorola Solutions makes no representations or warranties with respect to: a) support, upgrades, patches or similar fixes, and enhancements to third-party manufactured radios or equipment; and b) notice to third party radio or equipment manufacturers of system enhancements or upgrades.
- Motorola Solutions’ products may be upgradeable to next generation technology by software flash or other means. This may eliminate the necessity to replace Motorola Solutions products if the system is upgraded to a new technology. Other manufacturers’ radios may not have such upgrade capability and Motorola Solutions disclaims any liability for, including but not limited to, operation, upgrades, obsolescence, or other matters relating to third party manufacturers, their radios or equipment, and customer’s use thereof.
- If, in Motorola Solutions’ opinion, third party radios or equipment adversely impact the STARCOM21 system or system user operations, Motorola Solutions may deactivate such radios or equipment. Motorola Solutions will provide notice of deactivation in a timely manner based on the severity of the situation and the impact to grade of service.
- Motorola Solutions hereby disclaims all warranties and guarantees, express or implied, at law or in equity, in any way related to the use by customer of third-party manufacturers’ radios or equipment.

Motorola Solutions values you as a customer and would like to thank you for allowing us to provide your radio service. If you have any questions or concerns please contact your Sales Representative or a STARCOM21 Project Team Member at any time.

Motorola Solutions Representative Date Customer Representative Date

Motorola Solutions Inc.
1301 E. Algonquin Road
Room 3070
Schaumburg, IL 60195

Form Revision Date: December 1, 2018
DuPage Emergency Dispatch Interoperable Radio System
Talk Group Access Agreement

This Talk Group Access Agreement is between Metra Police Department, an [Illinois] [not-for-profit][business] corporation (Agency), having its principal business address at 547 W. Jackson Blvd. Chicago, IL 60661 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>
</tr>
</thead>
<tbody>
<tr>
<td>9-1-1 System Coordinator</td>
</tr>
<tr>
<td>Emergency Telephone System Board of DuPage County</td>
</tr>
<tr>
<td>421 N. County Farm Rd.</td>
</tr>
<tr>
<td>Wheaton, IL 60187</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>If to the Agency:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commander Brian Windle</td>
</tr>
<tr>
<td>547 W. Jackson Blvd.</td>
</tr>
<tr>
<td>Chicago, IL 60661</td>
</tr>
</tbody>
</table>

Section 8 – Covenant Not to Sue. In consideration of the ETSB's grant of access to DEDIRS, 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.

Title: Chief of Police

Date: 10-25-18
RESOLUTION TO APPROVE ACCESS TO THE DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM TALK GROUPS PURSUANT TO POLICY 911-005.2: ACCESS TO THE DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIRS), AS REQUESTED BY THE WESTERN SPRINGS POLICE DEPARTMENT

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 Western Springs Police Department has requested access to certain talk groups of DEDIRS pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS), and in the spirit of public safety and first responder interoperability; and

WHEREAS, the Western Springs Police Department’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 Western Springs Police Department detailed in Attachment A of this resolution.

NOW, THEREFORE BE IT RESOLVED, that DuPage ETSB hereby grants access to DEDIRS by the Western Springs Police Department according to ETS-R-0013-18, Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS), by this resolution.

Enacted and approved this 6th day of November, 2018 at Wheaton, Illinois.

______________________________
GARY GRASSO, CHAIRMAN

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
### AGENCY INFORMATION

**Type of Application:**
- [X] New
- [ ] Modification

**NAME OF AGENCY:**
Western Springs Police Department

**POINT OF CONTACT:**
Terry Madler

**BUSINESS ADDRESS:**
740 Hillgrove Avenue, Western Springs IL 60558

**EMAIL ADDRESS:**
Tmadler@wsprings.com

**BUSINESS TELEPHONE:**
708-246-8540

**MOBILE TELEPHONE:**
312-909-9473

### APPLICATION INFORMATION

Please complete the following information

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
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<tbody>
<tr>
<td>The Applicant is a unit of local government</td>
<td>X</td>
</tr>
</tbody>
</table>

If no, explain: (use a separate sheet if necessary)

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Applicant is requesting access to DEDIRS for certified sworn police personnel or certified fire service personnel.</td>
<td>X</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
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<tbody>
<tr>
<td>The Applicant is requesting monitoring capabilities only</td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>YES</th>
<th>NO</th>
</tr>
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<tbody>
<tr>
<td>The Applicant is a member of STARCOM21</td>
<td>X</td>
</tr>
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<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Applicant understands and accepts that any fees or cost incurred for programming will be the responsibility of the Applicant.</td>
<td>X</td>
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</tbody>
</table>

### Applicant Equipment Information

**The total number of portable radios (portable and mobile) covered under this request is:**
34

**The total number of radios which will be affiliated during any daily operational shift is:**
5

**Do the portable radios have encryption:**
- [ ] No
- [ ] hardware encryption
- [X] software encryption

**Type of radios to be programmed with a DEDIRS talk group:**
APX7000

The Applicant is requesting use of:
- [X] Access Talk Groups 1-8
- [ ] Any additional talk groups. List on a separate sheet include an explanation as to the need (ie: daily mutual aid etc.)

The Applicant radios are TDMA:
- [X] Yes
- [ ] No

If no, is there a plan to move to TDMA? Please provide the tentative date:

### Committee/ETS Board Review Process Checklist:

- Applicant has submitted proper paperwork
  - [ ] Yes
  - [ ] No
- Vendor Technical Review of Application Complete
  - [ ] Yes
  - [ ] No
- 14 Day Notice to Members via PSAPs is complete
  - [ ] Yes
  - [ ] No
- Posted on Committee Agenda Date: ____________________________
  - [ ] Yes
  - [ ] No
- Vote of Committee: Ayes_______ Opposed_______ Abstain_______ Absent_______
  - Approved
- Action or Direction Based on Vote: [ie TOT ETSB, request additional information, denied]
  - [ ] Yes
  - [ ] No
- Posted on ETSB Agenda Date: ____________________________
  - [ ] Yes
  - [ ] No
- Vote of ETSB Board: Ayes_______ Opposed_______ Abstain_______ Absent_______ Resolution No:
  - Approved
  - [ ] Yes
  - [ ] No
- Additional Information or Action from ETS Board:
DuPage Emergency Dispatch Interoperable Radio System
Access Talk Group Agreement

This Talk Group Access Agreement is between [Western Springs Police Department], an [Illinois] [not-for-profit][business] corporation (Agency), having its principal business address at 740 Hillgrove Avenue, Western Springs, IL 60558 and the Emergency Telephone System Board of DuPage County (“DUPAGE 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 DUPAGE ETSB Resolution a copy of which is attached to and incorporated in this Agreement as if fully set forth herein, DUPAGE ETSB authorizes the Agency and only those personnel members whose names it provides to DUPAGE 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 DUPAGE ETSB, and such rules and policies as DUPAGE 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 DUPAGE ETSB. DUPAGE 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 DUPAGE 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 DUPAGE 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 DUPAGE 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 DUPAGE ETSB:</th>
<th>If to the Agency:</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-1-1 System Coordinator</td>
<td>Western Springs Police Department</td>
</tr>
<tr>
<td>Emergency Telephone System Board of DuPage County</td>
<td>740 Hillgrove Avenue</td>
</tr>
<tr>
<td>421 N. County Farm Rd.</td>
<td>Western Springs IL 60558</td>
</tr>
<tr>
<td>Wheaton, IL 60187</td>
<td></td>
</tr>
</tbody>
</table>

**Section 8 – Covenant Not to Sue.** In consideration of the DUPAGE ETSB’s grant of access to DEDIRS, 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 DUPAGE 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 DUPAGE ETSB Board.

______________________________  _________________________________
Title:  Date:
RESOLUTION TO ADOPT POLICY 911-005.7: PROCEDURE FOR NOTIFICATION OF USE OF TALK GROUPS (DEDIRS)

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 shall develop policies in order to plan, implement, upgrade, and maintain the DuPage ETSB 9-1-1 System; and

WHEREAS, DU PAGE ETSB Policy 911-005.7 Procedure for Notification of Use of Talk Groups (DEDIRS) has been created in draft form to facilitate such use so long as it is not detrimental to the DU PAGE ETSB 9-1-1 mission and operations; and

WHEREAS, Policy 911-005.7 Procedure for Notification of Use of Talk Groups (DEDIRS) has been approved by the DU PAGE ETSB Policy Advisory Committee ("PAC") as Section 5.2.1; and

WHEREAS, the Board members of DU PAGE ETSB have reviewed Policy 911-005.7 Procedure for Notification of Use of Talk Groups (DEDIRS) which allows for access to DEDIRS talk groups as detailed in Attachment A of this resolution.

NOW, THEREFORE BE IT RESOLVED, that the DU PAGE ETSB Policy 911-005.7 Procedure for Notification of Use of Talk Groups (DEDIRS), be, and it is hereby adopted.

Enacted and approved this 6th day of November, 2018 at Wheaton, Illinois.

__________________________________________
GARY GRASSO, CHAIRMAN

Attest: ____________________________________
PAUL HINDS, COUNTY CLERK
Policy #: 911-005.7
Previous Policy(s): New
Effective Date: November 13, 2018
Revised: New

PROCEDURE FOR NOTIFICATION OF USE OF TALK GROUPS (DEDIRS)

Purpose:
The purpose of this policy is to ensure compliance with State of Illinois STARCOM21 and DEDIRS requirements for use and access of DEDIRS talk groups for the purpose of interoperability for emergency communications.

Additional Authority:
Public Act 100-002
50 ILCS 750 Emergency Telephone System Act
50 ILCS 751 Wireless Emergency Telephone Safety Act
83 Illinois Administrative Code Part 725
83 Illinois Administrative Code Part 1325.415(m)
OEX-003B-89 Amending Section 40-20 of the DuPage County Code Pertaining to the Emergency Telephone System Board

Goal:
It is the goal of the Emergency Telephone System Board of DuPage County (DuPage ETSB) to provide one seamless method of interoperable communication for use by agencies on DEDIRS for non-member agencies.

Scope:
This policy shall apply to all Public Safety Answering Points (PSAPs) in the DuPage ETSB 9-1-1 System, including all Telecommunicators and other employees of the PSAP, user agencies or DuPage ETSB staff, contracted vendors or other authorized agents, DEDIRS users and agencies receiving approval to access DEDIRS talk groups.

I. Policy Statement

DuPage ETSB leases a portion of the Motorola Solutions, Inc. STARCOM21 network in Illinois as an integrated component of its emergency dispatch telephone system. The system permits communication between telecommunicators and the first responding personnel they dispatch in response to calls placed to 9-1-1. The system also permits personnel from public safety agencies throughout the County to communicate with each other during emergency joint response situations.

Effective with the Third Touch reprogramming of subscriber units, DEDIRS will create eight (8) or more multi-use talk groups for the purpose of interoperability with outside agencies who meet the access requirements, herein referred to as “Access Talk Groups” as approved in Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

Outside agencies that have received permission to have the Access Talk Groups programmed into their radios will be patched by PSAP Telecommunicators during an event in which interoperability is required. Once the event is completed, the patch will be disabled. The Public Safety Answering Points (PSAPs) that dispatch for the requesting agency shall be provided this policy and asked to adhere to these procedures.
II. Notification Procedure

When an agency determines it has a need to communicate with an existing DEDIRS member for public safety purposes, the following procedure will apply:

A. Contact Information
A requesting PSAP shall contact the appropriate DEDIRS PSAP using the contact telephone numbers on Attachment A.

Addison Consolidated Dispatch Center (ACDC): [redacted]
DuPage Public Safety Communications (DU-COMM): [redacted]
DuPage Sheriff’s Office: [redacted]

In the event that STARCOM implements a regional point to point talk group for PSAPs, the requesting PSAP may utilize point to point for contact with DEDIRS PSAPs for the purpose of interoperability for a major event.

The primary notification will be via telephone.

B. Outside Agency Requesting Use of Access Talk Groups 1-8:
   a. The PSAP for the requesting agency will contact the appropriate DEDIRS PSAP and request access by stating:
      i. The PSAP requesting on behalf of (state the agency)
      ii. The purpose of the requested access
      iii. The name of the talk group requesting access/patch
      iv. The call sign of the highest ranked user
   b. The DEDIRS PSAP will respond with:
      i. An acknowledgement of request
      ii. Provide the Access Talk Group number (1-8) the requesting agency should switch to and state that they will advise when the patch is in place.
      iii. Upon completion of the patch, the DEDIRS PSAP will test the patch by performing an over the air test message with the requesting PSAP and with the call sign user designed in Section II: B(a)(iv).
      iv. Upon successful acknowledgement of the outside agency patch, the DEDIRS PSAP will advise the requesting DEDIRS agency supervisor the patch is complete.

C. DEDIRS Agency Requesting the Patch of Access Talk Groups 1-8 for an outside agency:
   a. A DEDIRS agency may have need to patch an outside agency (ie: Communication with METRA Police for a specific event). The DEDIRS PSAP will contact the appropriate PSAP and request the ability to patch a talk group by stating:
      i. The PSAP requesting on behalf of (state the agency)
      ii. The purpose of the requested access
      iii. The name of the talk group requesting access/patch
      iv. The Access Talk Group number (1-8) that will be patched
   v. Upon completion of the patch, the DEDIRS PSAP will test the patch by performing a test message with the requesting PSAP, and advise the requesting DEDIRS agency supervisor that the patch is complete.
b. The Outside agency PSAP will respond with:
   i. An acknowledgement of request
   ii. Provide the name of the Talk Group to be patched, the Access Talk Group number (1-8) the requesting agency should switch to, and state that they will advise when the patch is in place.

III. Outside PSAP Responsibilities

DuPage ETSB assumes that the outside PSAP had obtained the appropriate permissions within their system to complete the patch for interoperability.

The Outside PSAP will be responsible to follow its internal policies regarding interoperability.

The Outside PSAP will be responsible to notify DuPage ETSB of any changes to internal policy that conflict with this policy and inhibit the ability to complete this procedure.

The Outside PSAP will be responsible for any internal training of its employees and radio users.

The Outside PSAP and user agency agree to provide access to STARCOM21 talk groups to DEDIRS members to which they currently have direct access for the purpose of interoperability for mutual aid and emergency communications and according to their own policies.

IV. DEDIRS PSAP Responsibilities

DEDIRS PSAPs will be responsible to follow the internal process for creating a patch for interoperability.

DEDIRS PSAPs will be responsible to follow the internal process for terminating the patch at the end of the incident.

V. Use of Access Talk Groups 1-8

The use of Access Talk Groups 1-8:
1. Will be initiated by police and fire supervisors.
2. Will be incorporated into the Telecommunications Interoperability Communications Plan (TICP) Static 205s for major events.
3. Is not permitted to low priority talk groups other than as detailed in the TICP
4. Will be utilized for major events relating to outside agencies (ie: Metra railway event, special task force or details with outside agencies)
5. Can be utilized by the Incident Commander for immediate interoperability for critical incidents
6. Is not appropriate for auto-aid and mutual aid operations between agencies that regularly communicate.

Policy adopted: ____________________________

________________________________________
Gary Grasso, Chairman