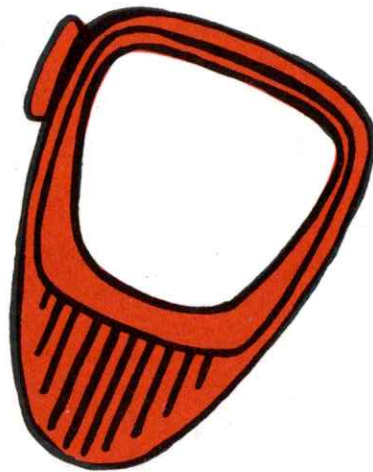


EXHIBIT "A"

I · S · P · E · R · N



ILLINOIS STATE POLICE EMERGENCY RADIO NETWORK

SECTION ONE

CONSTITUTION AND BY LAWS

MAY 1 1974

ILLINOIS STATE POLICE EMERGENCY RADIO NETWORK

PREFACE:

It shall be understood that frequency 154.680 MHz has been assigned to the Illinois State Police by the Federal Communications Commission, and because of this fact, all regulations, operations and initiated procedures of the Governing Board and the operation of this emergency system are subject to the approval of the Director of the Illinois Department of Law Enforcement.

PURPOSE:

The Illinois State Police Emergency Radio Network (ISPERN), operating on frequency 154.680 MHz, is to provide a communications capability to personnel in police mobile units of municipal, county, state and federal agencies requiring a radio contact with another unit concerning a police activity in which the nature of emergency dictates that the usage of regular channels would not adequately provide the communications capability necessary to successfully complete the operation.

DEFINITIONS:

FCC.....Federal Communications Commission
Board.....Governing Board of the Illinois State Police
Emergency Radio Network
Director.....Director of the Illinois Department of Law Enforcement
Agency.....Official police or law enforcement group
Emergency Net...Illinois State Police Emergency Radio Network
IACP.....Illinois Association of Chiefs of Police
ISA.....Illinois Sheriff's Association
APCO.....Illinois Chapter, Associated Public-Safety
Communications Officers, Inc.
Records Center..Control Center for ISPERN Records

ARTICLE I: GOVERNING BOARD

A. Name and Purpose

1. The Governing Board is hereby created to establish, implement rules, and regulate the Emergency Net on the frequency of 154.680 MHz subject to the approval of the Director.

B. Membership

1. The Board shall consist of eleven (11) members. In order to assure statewide representation, the membership should be representative of each portion of the state. For this purpose, the state has been divided into three (3) sections as follows:
 - a. North Division: That part of the state north of a line comprised of the southern boundary lines of the following counties: Whiteside, Lee, DeKalb, Kendall, and Will.
 - b. Central Division: That part of the state from the southern boundary of the North Division south to the southern boundary lines of the following counties: Pike, Scott, Morgan, Sangamon, Christian, Macon, Moultrie, Coles, and Edgar.
 - c. South Division: That part of the state south of the southern boundary of the Central Division.

The appointing authorities should make every effort to appoint members of the Board which represent them and also represent the above areas of the state.

2. Membership on this Board shall be appointed by the following appointing authorities, subject to the confirmation of the Director of the Department of Law Enforcement.

- a. Illinois Association of Chiefs of Police..... 3 members
- b. Illinois Sheriff's Association..... 3 members
- c. Illinois State Police..... 3 members
- d. Chicago Police Department..... 1 member
- e. Illinois Chapter, APCO..... 1 member

Total Membership.....11 members

3. It is further recommended that appointments be made from members of the Communications Committees of the above Associations where practicable.

C. Term of Appointments

1. Membership on the Board shall be for a term of two (2) years. However, to provide for continuity of experience and programs, initial appointments shall be for terms as follows:
 - a. Appointments as of February, 1965:
 - (1) IACP shall appoint two (2) members for two (2) years and one (1) member for one (1) year.
 - (2) ISA shall appoint three (3) members for two (2) year terms.
 - (3) Superintendent, ISP, shall appoint two (2) members for two (2) years and one (1) member for one (1) year.
 - (4) Superintendent of Police, Chicago, shall appoint one (1) member for two (2) years.
 - (5) The Illinois Chapter, APCO, shall appoint one (1) member for two (2) years.
 - b. All appointments thereafter will be made by the appointing authorities for a two-year (2) term as membership expires. All members of the Board shall continue in office until their successors are appointed.
 - c. Whenever a vacancy, other than routine expiration of term of appointment, arises on the Board due to resignation, death, or for any other reason, the Secretary will notify, in writing, the appointing authority and request that another member be appointed, subject to the confirmation of the Director, to serve out the remainder of the unexpired term.

D. Members' Absences

1. Whenever a member of the Board fails to attend three (3) consecutive regular meetings during his current term without excuse, it shall be the duty of the Secretary to submit to that member's appointing authority a written memorandum of the attendance record of such member and his membership on the Board shall be deemed terminated. The appointing authority shall then appoint, subject to the approval of the Director, a new member to fill out the unexpired term.

E. Officers

1. The Board shall elect from its' own members one Chairman, one Vice-Chairman and one Secretary. Terms of office shall be for two (2) years.
2. In the absence of the Chairman, the Vice-Chairman or the Secretary, in that order, will act in that capacity.
3. In the absence of the Chairman, Vice-Chairman and Secretary, a temporary Chairman will be selected by the Board.

F. Additional Officers

1. The Board is empowered to create and fill through election such additional officers, from its' own membership, as it deems advisable for the proper functioning of its activities.

G. Nomination and Election of Officers

1. The nomination and election of officers shall be held at the first meeting of the fiscal year after February 1st. (The fiscal year for this purpose shall be February 1 through January 31.) Each nomination shall be seconded to be placed on the ballot, and elections shall be by ballot unless there is no contest for the office.

H. Meetings

1. Regular meetings of the Board will be quarterly or as called by the Chairman.
2. Written notice of all regular meetings will be mailed so as to be received by members at least two weeks prior to the meeting date if possible.
3. Special meetings may be called by the Chairman or upon the written request of three (3) members of the Board. Notice of special meetings is to be by personal telephone confirmation, or personally acknowledged radio or teletype contact, or by mail, provided notice is given 72 hours prior to the meeting date.

I. Duties of Chairman

1. It shall be the responsibility of the Chairman to call all meetings; set the agenda for meetings; preside at meetings; appoint sub-committees, when and as required; and carry out general chairmanship responsibilities.

J. Duties of Vice-Chairman

1. It shall be the responsibility of the Vice-Chairman to assume the duties of the Chairman in his absence. Also, he shall perform other duties assigned by the Chairman.

K. Duties of Secretary

1. It shall be the responsibility of the Secretary to send members notices of all meetings, regular and special; keep minutes of all such meetings; and send copies of the minutes to the following:
 - a. One copy to each appointing authority.
 - b. One copy to each member of the Governing Board.
 - c. One copy to the Chairman, APCO Frequency Advisory Committee.
 - d. Anyone else designated by the Board.
2. He shall further maintain any other Board record required and attend to the activities of the Board.

L. Sub-Committee Membership

1. The Chairman of the Board can appoint members of the Board to sub-committees for special projects or studies. Sub-committees are authorized to appoint professional and/or technical personnel to their committees as advisors as required. These professional and/or technical personnel need not be members of the Board or of the police profession.

M. Quorum

1. A quorum shall consist of not less than six (6) members of the Board. A quorum of seven (7) members of the Board will be necessary at any meeting where the agenda includes:
 - a. Changes in the bylaws.
 - b. Changes in policy and/or procedures.
 - c. Election of officers.
 - d. Enforcement action against any participating agency.

SECTION TWO

RULES AND REGULATIONS

ISPERN MEMBERSHIP - INSTALLATION & USE OF ISPERN UNITS

ARTICLE I: ISPERN MEMBERSHIP

A. Eligibility

1. Agencies utilizing two-way police radio in vehicles operated by personnel actively engaged in law enforcement are eligible.
 - a. In any instance where eligibility is questioned, the Board shall make the final determination.

B. Admission

1. Application for admission to ISPERN shall be made to the Record Center.

C. Responsibilities

1. Equipment: Upon issuance of radios, a Contract of Custody is executed whereby the Bailee agrees:
 - a. To keep the said units in a good working condition and make all reasonable and necessary repairs on said units at its expense.
 - b. To return unencumbered each unit in the same operating condition, order, repair and appearance as when received, reasonable wear and tear expected, if contract is terminated.
 - c. To pay for any expenses necessary to restore the same to a reasonable state of repair, as per condition (1-b).
 - d. To immediately insure and keep insured said units at its own cost and expense against loss, or to assume financial responsibility.
 - e. To not encumber, pledge or sell said units while in its or their custody.
 - f. To permit the Bailor, or his agents or employees, at any time hereafter to enter the vehicle or premises in which said units repose for the purpose of inspecting the same and their manner of usage.

- g. To comply with part 89 of the rules and regulations of the Federal Communications Commission. This includes annual frequency checks of all radios.
 - h. To comply with rules as set forth by the ISPERN Governing Board.
- 2. Monitoring: Dispatch or control points of a local police base station must monitor the ISPERN channel at all times when the station is in operation. The monitor receiver should have a range comparable to that of the department's own mobile to base radio receiver.
 - 3. Discipline: In order to assure the availability of the channel in times of emergency, strict discipline MUST BE MAINTAINED. This can be accomplished first, by good operating procedures and secondly, by adherence to FCC rules and the rules of the ISPERN Governing Board as herein stated or hereafter amended.

D. Termination

- 1. Any Participant desiring to withdraw from the Emergency Net will notify the Records Center.
- 2. Any negligent, willful or continued misuse of the Emergency Frequency will result in a recommendation by the Board to the Director for revocation of the Contract and removal of the state owned equipment.

ARTICLE II: INSTALLATION OF ISPERN UNITS

A. Authorized Installations

- 1. Radios shall not be installed in privately owned vehicles unless said vehicle's primary use is that of law enforcement.
 - a. Exceptions to the above shall be only with the written consent of the Governing Board.

B. Modifications

1. ISPERN units shall not be modified without the written consent of the Board.
 - a. Exception: Control heads may be modified to reduce minimum volume level.

C. Use of Additional Channels

1. F2 has been authorized by the Board as a trial operation. Permission to use F2 must be obtained in writing from the Records Center and is subject to the following provisions:
 - a. Usage is for a trial operation and will terminate May 31 of the calendar year unless extended by the Board.
 - b. The frequency of the added channel must be one allocated by the Federal Communications Commission for use by police agencies and will not be separated from the ISPERN frequency (154.630 MHz) more than that allowed according to the radio manufacturer's specifications.
 - c. The ISPERN channel (F1) will remain as the priority channel. It should be understood that, while a message is being received on channel F2; if a message comes in on the ISPERN channel, it will capture the receiver and the other message will be cut off. Operational procedures, when using the F2 channel, will be governed by the standard APCO Rules for police communications. The "special" ISPERN Rules apply only when operating on the F1 channel.
 - d. All expenses incurred in modifying the radio shall be borne by the agency, and it shall be their responsibility to obtain the necessary authorization for use of the added frequency.
 - e. ISPERN transmitter maintenance forms, covering the added-on channel, will be furnished to the ISPERN Records Center by the FCC licensed radio technician upon completion of the modification.
2. F3 has been authorized by the Board on a very limited basis. Request for permission to use F3 must be submitted in writing to the Records Center, detailing the frequency and the intended use of the channel. All requests for use of F3 must be acted on at a regular meeting of the Board.

D. ISPERN Frequency in Governmentally Owned Radios

Crystals on the ISPERN frequency may be installed in radios owned by governmental agencies subject to the following provisions:

1. The radios must be installed only in full time law enforcement vehicles.
2. Written authority must be on file with the ISPERN Records Center.

E. Lost, Stolen, or Damaged Radios

1. The Bailee assumes financial responsibility for the replacement of any lost, stolen, or damaged units issued to that agency.
2. When a unit is lost, stolen, or damaged beyond repair, the Bailee shall notify the Records Center in writing within 30 days. The Records Center will then provide direction as to the method of obtaining a replacement unit.

ARTICLE III: RULES GOVERNING USE OF ISPERN UNITS

A. Purpose

The Illinois State Police Emergency Radio Network (ISPERN), operating on frequency 154.680 MHz, is to provide a communications capability to personnel in police mobile units of municipal, county, state and federal agencies requiring a radio contact with another unit concerning a police activity in which the nature of emergency dictates that the use of regular channels would not adequately provide the communications capability necessary to successfully complete the operation. Also, stations participating in the Net shall render a communications service to itinerant law enforcement vehicles while transporting prisoners or having other service needs.

B. Allowable Communications

1. Emergency: Those requiring coordination and cooperation of mobile units of another department during riots, disasters, etc., or in effecting the apprehension of a person or persons suspected of being involved in a recently committed crime and who are leaving or believed to be leaving the jurisdiction of the police unit in pursuit. When an emergency occurs and the operator of the mobile unit elects to use the Net, contact or aid shall be called for in the following manner:

a. Call-up message should contain sufficient information so that the listening unit that is in the best position to assist will answer.

Example: "ISPERN EMERGENCY (type of message), Cook county car 57 (agency and car number of unit calling), on route 53 north of route 58 (location where help needed), in pursuit (nature of help needed), headed north (direction of travel)."

b. Answer: A unit hearing the call-up and being in position to assist, will answer:

Example: "Cook county car 57, this is Rolling Meadows car 17, on route 53 north of route 62, give further information (description of car, if armed, etc.)."

c. After contact has been established, the remainder of the communication would be handled following usual police radio procedures, excluding the use of any form of signal or code except, "10-4" (acknowledgment, okay). Where several units are involved in an activity, caution must be exercised to not overload the channel. This can be alleviated to some extent by units transmitting only when they have pertinent information or when they need information to properly participate.

2. Itinerant: Those communications which render a service to itinerant law enforcement vehicles while transporting prisoners or having other service needs. To provide for this service, base station installations have been established at all State Police district and sub-district headquarters and at the Cook county sheriff's communication center. When a service need occurs and the operator of the mobile unit elects to use the Net, contact or aid shall be called for in the following manner:
 - a. Call-up message should contain sufficient information so that the listening unit that is in the best position to assist will answer.

Example: "ISPERN ITINERANT (type of message), Abingdon car 5 (agency and car number of unit calling), on route 53 just north of route 58 (location where help needed), a property damage accident, tow truck needed (nature of help needed)."

b. The answer would depend on to whom the call-up was directed.

Example: "Abingdon car 5, this is Cook county car 276, am enroute."

Example: "Abingdon car 5 from District 2, go ahead."

c. After contact has been established, the remainder of the communication would be handled, following usual police procedures.
3. Flash Messages: The State Police district and sub-district stations will broadcast, as a "Flash Message," information pertaining to stolen vehicles, criminal vehicles, and criminal acts, if information is available within one hour of time that crime was committed and if information is sufficient for a visual identification. No acknowledgement of this message is required by units copying, and further traffic would not be called for unless the need would develop according to "EMERGENCY." If a repeat or fills of the message are needed, same should be obtained from the unit's own radio base.
4. Testing: Ordinarily, adequate testing of the equipment can be accomplished by the technician, on the service bench, by measuring the power output and modulation of the transmitter and the receiver sensitivity. Discrete operational testing may be allowed, however, by calling the nearest base station having transmitting facilities and requesting a report, or by checking with another mobile unit.

Examples: "ISPERN TESTING (type of message), District 3 from Rolling Meadows car 15, request report."

"ISPERN TESTING, Rolling Meadows car 12 from car 15, request report."

In either example, the hearing unit would simply answer: "Rolling Meadows car 15, your signals are okay."

C. Summary

Generally, any police action requiring an emergency communication between mobile units that the individual agency's regular radio facilities could not adequately provide is acceptable traffic. This broad usage may have to be curtailed in areas where the high frequency of "Emergencies" would dictate that "small" emergency communications could not be tolerated. IT IS FELT THAT DISCIPLINE AND SELF-POLICING BY THE PARTICIPANTS WILL SUFFICIENTLY CONTROL THE NET SO THAT IT WILL BE AVAILABLE IN TIMES OF EMERGENCY.

Bearing in mind that a call may be heard on the Net channel over a base station monitor rather than by an in-service unit, if a response is not immediately received to the initial call-up, the message should be repeated. This would allow this monitoring agency to alert one of it's own units that may be in a near location, but may not be in service at the time. Also, if the call-up was by an itinerant reporting an accident or other incident requiring action by the local agency, the monitoring agency could dispatch the necessary assistance.

When all communications relative to the particular operation have been completed, the FCC call sign, KN3600, shall be announced. This identifies the license, as required by FCC rules, and also indicates end of transmission. The call sign is the same for all mobile units, irregardless of what department is using them.

Example: Abindgon car 5, completed, KN3600.