

Minutes of the KenCom Operations Board Meeting
Held, Wednesday, November 16th, 2016
2:00 p.m.

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Daniel Meyers	MPD	X	
Mike Peters	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X	
Larry Hilt	YPD	X	
Joe Severson	Village of Newark		X
Jeff Mathre	NFD	X	
Jeff Spang	LRFFD	X	
Tim Wallace	LSFD		X
Mike Pruski	SFD	X	
James Jensen	OPD	X	
Thomas Meyers	MFD	X	
Henry VanBogaert	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Pam Hurtig, KenCom Supervisor.

Josh Flanders called the meeting to order and requested a roll call of the membership. Eleven of the fourteen members were present which resulted in a quorum for voting purposes.

Flanders called for approval of the agenda. Spang made a motion to approve the agenda as submitted, seconded by Fairfield. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Consent Agenda – Flanders called for approval of the consent agenda. Spang made a motion, seconded by Jensen to approve the consent agenda which includes approval of the October 2016 Treasurer’s Report and the October 19th, 2016 Operation Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:
 Personnel Committee Report – No Report

Executive Board Report – Bergeron noted that the Fiscal Year 2017 Operation and Surcharge Budgets were approved at the October meeting.

Finance Committee Report:

Operation Bills – Spang made a motion to approve the November 2016 bills for payment in the amount of \$169,474.88 seconded by Jensen. Discussion. A roll call vote was taken with all eleven members present voting aye. Motion carried.

Surcharge Bills – T. Meyers made a motion to approve the November 2016 bills for payment in the amount of \$2,594.35 seconded by Fairfield. Discussion. A roll call vote was taken with all eleven members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

Backup Power for the Montgomery Water Tower – No report

Any Other Old Business – None

Flanders called for New Business:

Policy and Procedures – Stein reviewed the revised policies contained in the packet. Jensen made a motion to approve the revised policies in the packet (Board Up Service Requests and Kendall County Juvenile Probations), seconded by Spang. During discussion Peters mentioned changes in the SRT policy and it was agreed that the policy will remain as is until staff can get the new information. All members present voting aye. Motion carried.

2017 Operations Board Calendar – T. Meyers approved the 2017 Operations Board Calendar, seconded by Fairfield. All members present voting aye. Motion carried.

Any Other New Business – None

Staff Report – Bergeron gave a report on Personnel as follows: KenCom's two new employees continue in training and have obtained certification in APCO PST1. Training as follows: Lynette Bergeron, Jen Stein and dispatcher Ashley Conrad attended the IPSTA (APCO/NENA) conference November 6th-9th in Springfield. Bergeron stated they enjoyed the conference and brought back a lot of information. In the future Bergeron would like to see at least one dispatcher go to bring back information. Annual anti harassment, work place bulling, and sexual harassment training will be provided for several employees. Information as follows: KenCom's midnight shift worked out of the backup center on Tuesday, November 8th for the monthly backup center exercise. A CAD demo has been scheduled with Enroute for the Sequel CAD on Friday, November 18th. It was confirmed that an additional demo has been set up on January 25th at 9 a.m. for the New World CAD Demo at the Oswego Fire Department Station 1. Bergeron is also reaching out to Intagraph to set up a demo. Wireless 9-1-1 statistics for the month of October 2016 represented 73% of calls received.

Flanders stated the next Operations Board Meeting is Friday, November 18th, 2016 at 9:00 a.m. at the Oswego Fire Station 1, 3511 Woolley Rd, Oswego IL 60543. Spang made a motion to adjourn the meeting, seconded by T. Meyers. All members present voting aye. Meeting adjourned at 2:12 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary