

KenCom Finance Committee Meeting Minutes
Held January 18th, 2018
9:03 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Judy Gilmour	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with all six members present which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Witek made a motion to approve the agenda as submitted, seconded by Hausler. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – None

Staff Report – Bergeron gave a report on Personnel as follows: KenCom has one employee on an extended FMLA leave. KenCom has two employees starting on January 22nd, 2018. Alexandra Geltz and Adam Votava were released from the training program on January 6th and are operating independently. Krista McIntyre has been selected for the Assistant LEADS Coordinator and the midnight shift Dispatcher in Charge). Training as follows: Quarterly shift meetings took place on January 4th. Motorola provided training on the new console radio equipment on January 10th. Supervisors are conducting TTY training with each member of their shift during the month of January. Jen Stein and Ashley Conrad will be attending the Tyler 13 User Group in Elgin on January 25th and 26th. Information as follows: KenCom’s Policy and Procedure Committee had their first meeting on January 5th. KenCom’s EMD Committee will be meeting on January 19th to begin the revision process for the EMD guide cards. Motorola has provided a tentative go-live date for the new radio equipment of January 23rd. Staff met with an auditor from Mack & Associates on January 11th. CAD Project Updates: The project plan was discussed in detail on January 4th and most dates have been confirmed. A GIS information Conference call with Tyler took place on January 3rd. Tyler provided a more in-depth demo of response plans to the fire agencies on January 3rd. County IT is continuing to work on provisioning the servers and setting up remote access to the servers for Tyler. The first build week will be for Fire RMS and is scheduled for Feb 26th-Mar 2nd. The second build week, March 5th through March 9th, will be the migration of Montgomery PD’s RMS records into Kendall County’s environment. Wireless 9-1-1 statistics for the month of December 2017 represented 76% of calls received.

Closed Session Minutes – None

Consent Agenda – Nelson called for approval of the consent agenda. Hausler made a motion, seconded by Baird to approve the consent agenda which includes approval of the December 2017 Treasurer's Report, and December 21st, 2017 Finance Committee Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – Nelson gave an update as follows: A new resolution and change in the Sexual and Anit-Harrasment policy was reviewed and voted on. The Director's first annual review was done in closed session.

Strategic Planning Committee Report – No Report

Operations Board Chair Report – Bergeron gave a report as follows: The importance of getting a generator at the Montgomery water tower in the instance of loss of power and the difference between natural gas or diesel. Discussion ensued. Creating a user's group for the build out of the Tyler/New World CAD system for pre meetings and also continue after the build out is complete for updates.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the January Operations Bills in the amount of \$203,438.38, seconded by Burgner. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Burgner made a motion to approve the January Surcharge Bills in the amount of \$66,438.03 seconded by Gilmour. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Backup Power for the Montgomery Tower – Discussed in the Operations Board Chair report.

Insurance Quote Discussion – No Report

Somonauk Police/Somonauk Fire – Nelson stated they currently have a line being installed as a handoff between AT&T and Frontier which will allow ALI and ANI for Dekalb County (which will benefit Sandwich Fire and some west portions of the County) to be transferred straight to KenCom. The monthly reoccurring fee will be paid by the state, the module for the viper phone system was approved to be paid in the budget and unknown about the installation. Discussion ensued.

Tyler/New World CAD – Bergeron is scheduled to attend the Tyler/New World Conference in Boston.

Grundy County 9-1-1 Backup/Microwave Radio Expansion – Nelson mentioned that Grundy County is looking at the Tyler/New World system for dispatch, fire and police and to use KenCom as the host server. Grundy County has not officially approached KenCom but they have received a quote from Tyler/New World using KenCom as the host. Discussion ensued.

Any other Old Business – None

Nelson called for New Business:

Closed Session Audio Destruction – None

Fiscal Year 2018 Budget Amendment – Discussion ensued on what was budgeted for KenCom’s insurance increase and the actual amount KenCom was charged and if there was a need to amend the Fiscal Year 2018 Operations Budget. After discussion the budget will remain as is.

Other New Business – None

Nelson stated the next Finance Committee meeting is Thursday February 15th, 2018 at the Public Safety Center - 9:00 a.m. Hausler made a motion to adjourn the meeting, seconded by Burgner. All members present voting aye. Meeting adjourned at 10:05 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary