

**KenCom Finance Committee Meeting Minutes**  
**Held April 19<sup>th</sup>, 2018**  
**9:00 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
Judy Gilmour	Kendall County Board Member	X	
Harold Martin	KCSO	X	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X (9:02am)	

Others Present: Lynette Bergeron, KenCom 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 five of the six members present which resulted in having a quorum for voting purposes.

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

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron stated the Oswego Fire Protection District has sent KenCom a letter requesting to put equipment on KenCom’s tower at the PSC in order to establish a microwave path from their station to KenCom. Bergeron received an email from the Oswego Police Department mentioning a great job two of KenCom’s dispatchers (Ashley Conrad and Tyler Giannotti) did in assisting the Oswego Police Department in locating a minor runaway in a very dangerous setting. Bergeron noted that in the packet is the results of a LEADS Information Technology Security audit and KenCom passed.

Jeff Burgner joined the meeting at 9:02 a.m.

Staff Report – Bergeron gave a report on Personnel as follows: The two new employees are currently in Phase 1 of KenCom’s training program. There is one employee on FMLA leave. Training as follows: Several staff have completed the recertification for CPR on April 11<sup>th</sup>. Thank you to the Oswego Fire District for the CPR training. Information as follows: KenCom enjoyed many activities for National Public Safety Telecommunicator Week April 8<sup>th</sup>-April 14<sup>th</sup>. The KenCom Employee Appreciation and Service awards dinner has been postponed and rescheduled for May 3<sup>rd</sup>. There were many agencies, businesses and individuals that recognized TC week for staff. Jennette Welter-Fichel and Ashley Conrad tied for Dispatcher of the Year. The joint Executive/Operations Board Meeting is scheduled for May 24<sup>th</sup> at 5:30 p.m. at Blackstone Restaurant in Yorkville. KenCom received the equipment for the ANI/ALI Gateway from West for connection to the Frontier/DeKalb router. Install is scheduled for June. CAD Project Updates: The Tyler Police User Group met on Wednesday, April 4<sup>th</sup> and Tuesday April 10<sup>th</sup> to begin reviewing police nature codes. The next meeting is scheduled for May 2<sup>nd</sup> at 10 a.m. A joint meeting with the Police and Fire Tyler User Groups was on Thursday, March 5<sup>th</sup> to review the combined police and fire nature codes. The Tyler Fire User Group will meet on Wednesday, April 18<sup>th</sup> to begin reviewing fire nature codes. KenCom was informed that Jim Lucas, our project manager, has changed

positions within the company. The new project manager, Jennifer Toles, is scheduled to come out for a face-to-face meeting on May 22<sup>nd</sup>. The first Tyler build week will cover CAD from June 12<sup>th</sup>-June 16<sup>th</sup>. A response was received from Tyler after preliminary review of the submitted GIS data. County GIS along with Jennette Welter-Fichtel are working together to make the necessary changes to the data. Wireless 9-1-1 statistics for the month of March 2018 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 Burgner to approve the consent agenda which includes approval of the March 2018 Treasurer’s Report, and March 15<sup>th</sup>, 2018 Finance Committee Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – No Report

Strategic Planning Committee Report – No Report

Operations Board Chair Report – Bergeron stated there was lengthy discussion on Everbridge. Jonathan Whowell received the pricing after reaching out to Everbridge following the Operations Board meeting yesterday and the pricing was forwarded to the Operations Board. The one-year price will remain the same. Lengthy discussion ensued. After discussion, there was a consensus to continue Everbridge for one year and to task the Operations Board to research other options.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the April Operations Bills in the amount of \$195,978.19, seconded by Hausler. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Hausler made a motion to approve the April Surcharge Bills in the amount of \$115,943.15 seconded by Burgner. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet. Hausler made a motion to approve the four-year agreement with Word System for the NICE recording System for an amount not to exceed \$13,384.00, seconded by Burgner. Discussion ensued. A roll call was taken with all six members present voting aye. Motion carried.

Nelson called for Old Business:

Backup Power for the Montgomery Tower – No Report

Somonauk Police/Somonauk Fire – No Report

Grundy County 9-1-1 Backup/Microwave Radio Expansion – Bergeron stated Grundy County is now live on their new radio system equipment and are starting to move forward with the move of KenCom’s backup center to Grundy County.

Microwave Radio Expansion (Montgomery) – Bergeron noted the microwave radio expansion for Montgomery is on the agenda for the Strategic Planning Committee meeting in May for discussion.

Grundy County Connection to KenCom Tyler New World CAD/RMS – Bergeron stated this is actively being worked on.

Any other Old Business – None

Nelson called for New Business:

Closed Session Semi Annual Review – Witek made a motion for the Finance Committee Closed Session meeting minutes to remain closed, seconded by Hausler. All members present voting aye. Motion carried.

Intergovernmental Agreement with Grundy County for Police Records Management/Fire Records Management/CAD Maintenance – Nelson stated Grundy County has been given prices and once Grundy votes to move forward we will begin drafting necessary Intergovernmental Agreements.

Any Other New Business – None

Other Business – None

Closed Session – Hausler made a motion to move into closed session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, Section 2.06 5 ILCS 120/2(c)(1), seconded by Witek. A roll call vote was taken with six members voting aye. Motion carried. Lynette Bergeron and Bonnie Walters left the meeting for closed session. Closed session began at 10:03 a.m.

Open session resumed at 10:17 a.m. All members are the same as before closed session.

Action After Closed Session – Baird made a motion to pay a one-time bonus for the completion of the radio console equipment to the Director in the amount of \$2,000.00 and the Assistant Director in the amount of \$1,720.00, seconded by Burgner. Nelson stated the funds are to be transferred from the Equipment Fund to the Operating Fund. A roll call was taken with all six members present voting aye. Motion carried.

Nelson stated the next Finance Committee meeting is Thursday May 17<sup>th</sup>, 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 10:19 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary