

**KenCom Finance Committee Meeting Minutes**  
**Held May 17<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	
Mike Peters	KCSO	X	
Bob Hausler	City of Plano		X
Larry Nelson	Member At Large	X	
Josh Flanders	Oswego PD	X	

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, 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 five of the 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 Flanders. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron stated she received an email from the State of Illinois notifying all 9-1-1 authorities that are recipients of the surcharge money, the new distribution dollar amount of \$1.50 surcharge rate has been processed and KenCom should receive the January 2018 payment in the first week of May. Bergeron stated the City of Naperville ETSB sent her an email regarding the Aurora zip code 9-1-1 wireless surcharge distribution percentages. Aurora used to be with Kane County ETSB and KenCom would reimburse Kane County a percentage of the 9-1-1 funds received from Aurora in Kendall County. Aurora has moved to Naperville ETSB so that portion now needs to be reimbursed to Naperville ETSB. Naperville ETSB is asking for 90% of the surcharge revenue which is more than the original agreement with Kane County. Discussion ensued.

Staff Report – Bergeron gave a report on Personnel as follows: Our two new employees are currently in Phase 2 of KenCom’s training program with an anticipated release at the end of June. Training as follows: The Director attended the Tyler Connect Conference in Boston April 22-25. Tyler Giannotti and Heather Gutierrez will be attending the MABAS Regional Dispatch Exercise in Oak Forest on May 21<sup>st</sup>. Mike Hoffer is enrolled in an on-line APCO Public Safety Telecommunicator Instructor course that begins May 30<sup>th</sup>. Upon completion, Mike will be teaching this course to new hires. Shift supervisors are conducting one-on-one training with their shifts on the Everbridge Mass Notification system. TC’s are working independently on mandatory training issued by the State 9-1-1 Administrator regarding the Sexual Assault Incident Procedure Act that took effect January 1<sup>st</sup>, 2017. Training will be completed by June 15<sup>th</sup>. Heather Gutierrez completed the on-line APCO Communications Center Supervisor Course on April 3<sup>rd</sup>. Information as follows: The joint Executive/Operations Board Meeting is scheduled for May 24<sup>th</sup> at 5:30 p.m. at Blackstone Restaurant in Yorkville. CAD Project Updates as follows: The Tyler Police User Group met on May 2<sup>nd</sup> and May 8<sup>th</sup> to continue reviewing police nature codes. The next meeting is scheduled for May 23<sup>rd</sup> at 10 a.m. The next Tyler build week will cover CAD from June 12<sup>th</sup>-

June 16<sup>th</sup>. Agendas have been distributed to the CAD build groups. During the week of May 14<sup>th</sup>, Tyler will be working with County IT to install and configure the Tyler MSP server environment and the CAD enterprise server environment. GIS data will be installed and tested. Wireless 9-1-1 statistics for the month of April 2018 represented 77% of calls received.

Closed Session Minutes – Witek made a motion to approve the April 19<sup>th</sup>, 2018 closed session minutes but do not release, seconded by Nelson. All members present voting aye. Motion carried.

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Flanders to approve the consent agenda which includes approval of the April 2018 Treasurer’s Report, and April 19<sup>th</sup>, 2018 Finance Committee Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – The Personnel Committee met prior to Finance and nothing new to report.

Strategic Planning Committee Report – Bergeron gave a report as follows: A Beep (microwave radio vendor) was at the meeting to start the discussions of the expansion of the radio system further into Montgomery, mobile radios for all the squad cars and expanding to add additional receive sites were discussed; A Beep was asked to provide KenCom with a quote to duplicate the system at the Public Safety Building at the Legion Rd Tower site which would eliminate the single point of failure.

Operations Board Chair Report – No Report

Finance Committee Report:

Approval of Bills:

Operation Bills – Witek made a motion to approve the May Operations Bills in the amount of \$188,810.09, seconded by Flanders. Discussion. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Witek made a motion to approve the May Surcharge Bills in the amount of \$144,932.66 seconded by Flanders. Discussion. A roll call was taken with all five members present voting aye. Motion carried. Witek noted all the agencies are up to date on their dispatching fees.

Anticipated Expenses – None

Nelson called for Old Business:

Backup Power for the Montgomery Tower – Nelson stated there was discussion with A Beep and they are going to get an estimate of the amount of power used and a bid will then go out for a diesel generator.

Somonauk Police/Somonauk Fire – No Report

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Grundy County Connection to KenCom Tyler New World CAD/RMS – Nelson stated there is a letter contained in the packet from the Grundy County ETSB Chairman. Discussion ensued.

IGA with Grundy County for Police Records Management, Fire Records Management, and CAD Maintenance Fees – None

Any other Old Business – None

Nelson called for New Business:

Tyler Virtual Message Switch – Bergeron reviewed the change order contained in the packet for informational purposes which will save KenCom approximately \$12,000.

Any Other New Business – None

Other Business – None

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday June 21<sup>st</sup>, 2018 at the Public Safety Center - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Peters. All members present voting aye. Meeting adjourned at 9:42 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary