

KenCom Finance Committee Meeting Minutes
Held June 21st, 2018
9:00 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, 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. Baird made a motion to approve the agenda as submitted, seconded by Burgner. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – Stein noted they received a letter from Frank Miller with the Macon County Sheriff’s office, thanking KenCom for helping them to provide Tyler/New World employee background checks for a project they are working on.

Staff Report – Bergeron gave a report on Personnel as follows: One new employee is currently in Phase 3 of KenCom’s training program with an anticipated release at the end of June. The second new employee has been released from training and has been added into the shift rotation. One employee is on FMLA leave, a second employee is going on FMLA as of June 22nd and a third employee on August 8th. Training as follows: KenCom staff members participated in Bristol Kendall’s live fire drill training on June 4th-6th. Tyler Giannotti and Heather Gutierrez attended the MABAS Regional Dispatch Exercise in Oak Forest on May 21st. Mike Hoffer is enrolled in an on-line APCO Public Safety Telecommunicator Instructor course that begins May 30th. Upon completion, Mike will be teaching this course to new hires. Shift supervisors conducted 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 1st, 2017. Training will be completed by June 15th. Information as follows: On May 30th the Assistant Director gave a presentation to the Oswego Police Citizen’s Academy. On June 4th the Director and Assistant Director toured the Farnsworth House and grounds. KenCom received the equipment for the ANI/ALI Gateway from West for the connection to the Frontier/DeKalb router. Install is scheduled for June 25th and 26th. CAD Project Updates: KenCom met with the new project manager, Jennifer Toles, on May 22nd and Larry Piper, Project Implementation Manager. This has been a seamless transition from Jim Lucas to Jennifer Toles. The Tyler Police User Group met on May 23rd and May 29th to continue reviewing police nature codes. The first CAD build week was June 12th-June 16th. There was participation from several of the police and fire agencies. The Tyler MSP server environment and the CAD Enterprise server environment have been completed. GIS

data has been installed, testing and modifications are ongoing. KenCom had GIS Overview Training on Friday, June 8th. Wireless 9-1-1 statistics for the month of May 2018 represented 79% of calls received.

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Burgner to approve the consent agenda which includes approval of the May 2018 Treasurer’s Report, and May 17th, 2018 Finance Committee Meeting 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 a lengthy discussion in reference to Everbridge. Norman Allison from the Plano Police Department presented four other options and are waiting on a few more pieces of information but are close to making a recommendation. Discussion ensued.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the June Operations Bills in the amount of \$291,920.33, 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 June Surcharge Bills in the amount of \$50,954.40 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. Baird made a motion to approve the purchase of 15 Microsoft Office Professional Plus 2016 licenses for an amount not to exceed \$5,000.00, seconded by Witek. Discussion. 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 – Nelson stated they are going out to bid for a diesel generator.

Somonauk Police/Somonauk Fire – No Report

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Bergeron mentioned they would like to go with a redundant Comcast line as an alternative to building a microwave at this time. The quote from Comcast is contained in the packet. Witek made a motion for a 36-month lease with Comcast, seconded by Baird. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Microwave Radio/Radio Reception – Nelson gave an update on the progress of improving the radio reception for the Montgomery Police. KenCom received a quote from A Beep for the mobile radios for all the Montgomery squad cars and it was approved at the May Executive Board meeting to move forward. The radios are in at A Beep and are being programmed. They should be ready for installation in the next week.

Any other Old Business – None

Nelson called for New Business:

Oswego Fire Intergovernmental Agreement KenCom Tower – Hausler made a motion to approve the Oswego Fire Protection District and Kendall County Emergency Phone Service and Communications Board Intergovernmental Agreement, seconded by Gilmour. Discussion. All members present voting aye. Motion carried.

Any Other New Business – Bergeron mentioned she reached out for a quote for block heaters for the Newark and Legion Road tower generator's and will bring to July's meeting.

Other Business – None

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday July 19th, 2018 at the Public Safety Center - 9:00 a.m. Baird made a motion to adjourn the meeting, seconded by Burgner. All members present voting aye. Meeting adjourned at 9:45 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary