

KenCom Finance Committee Meeting Minutes
Held October 18th, 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 five of the 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 – None

Staff Report – Bergeron gave a report on Personnel as follows: We have one employee currently on FMLA leave. Information as follows: The State has started to announce the final grant awards. Grundy County 9-1-1 did receive notification, however KenCom is still waiting on our notification. The State 9-1-1 Administrator did confirm not all the grant awards have been announced and KenCom should be getting notification any day. Once notice of the awards go out, recipients will need to submit acceptance along with monthly performance reports, quarterly financial reports and reimbursement requests. CAD Project Updates: Tyler installed the ESO interface the week of September 20th. Tyler installed the NCIC interface the week of September 24th. Tyler was on site for the functional review of Field Based Reporting the week of October 1st. Fire Mobile Messaging Train-the Trainer is scheduled for October 16th-18th. The review of Corrections for the upgrade from V11.4 to V2017.2 occurred on October 16th. The LERMS review will be rescheduled, date to be determined. Law Mobile Messaging Train-the-Trainer is scheduled for the week of October 29th. Tyler will be performing a Mock Migration of MSP data moving to new pre-production environment on Friday, October 19th. Fire RMS Train the Trainer is scheduled for November 12th-16th. The final CAD build week was August 21st through 23rd. Fire agencies have been given a list of information needed to complete the build of fire response plans. This should be returned to KenCom as soon as possible. Sophos will be down Wednesday, October 24th from 8 -10am for the networking to the backup center. Wireless 9-1-1 statistics for the month of September 2018 represented 80% of 9-1-1 calls received.

Consent Agenda – Nelson called for approval of the consent agenda. Baird made a motion, seconded by Witek to approve the consent agenda which includes approval of the September 2018 Treasurer’s Report,

and September 20th, 2018 Finance Committee Meeting Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – Witek gave a brief report.

Strategic Planning Committee Report – Nelson gave a report as follows: A Beep made a presentation and recommendation on converting Police 5 and/or 7 with one channel being encrypted. Redundant backup options for the tower sites were also presented to eliminate a single point of failure. After discussions, they are going to start with converting Police 5 which would be able to handle both conventional and encrypted audio as needed. Bergeron noted she mentioned at the Chiefs of Police meeting for all agencies to forward her an inventory of their radios to give to A Beep, to see if they are compatible for encryption. Nelson stated they had a meeting with the County IT about the backup to Grundy County.

Operations Board Chair Report – Bergeron stated ComEd had contacted her about a workplace violence alarm system through Federal Signal where employees can activate a panic button. ComEd requested that the automated phone call come directly into KenCom on a seven-digit line. The Operations Board and Director do not want alarms coming directly to KenCom. Staff will create a policy for alarms and will be presented at next month's Operations Board meeting. Discussion ensued.

Finance Committee Report:

Approval of Bills:

Operation Bills – Witek made a motion to approve the October Operations Bills in the amount of \$190,265.36, seconded by Gilmour. 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 October Surcharge Bills in the amount of \$106,795.48 seconded by Burgner. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Somonauk Police/Somonauk Fire – Nelson gave an update that the lines are installed and working, which will allow KenCom to receive ANI/ALI for calls that are transferred from DeKalb County.

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – No Report

Microwave Radio/Radio Reception – Nelson stated it was discussed at the Strategic Planning Committee to add an additional receive site in Montgomery to improve radio reception.

Converting Police 5 or Police 7 – Discussed in the Strategic Planning Committee report.

Closed Session – Witek made a motion to move into closed session at 9:27 a.m. for the appointment, employment, compensation, discipline, 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 Baird. A roll call vote was taken with all five members voting aye. Motion carried.

Open session resumes at 9:47 a.m. The same members are present as before closed session.

Action after Closed Session – None

Fiscal Year 2018/2019 Operations Budget – Bergeron reviewed the draft 2018-2019 Operations Budget to the committee. Discussion ensued.

Fiscal Year 2018/2019 Surcharge Budget – Bergeron reviewed the draft 2018-2019 Surcharge Budget to the committee. Discussion ensued. Baird made a motion to move forward the 2018-2019 Surcharge Budget to the Executive Board, seconded by Witek. All members present voting aye. Motion carried.

Any other Old Business – None

Nelson called for New Business:

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

DeKalb County Call Handling Agreement – Baird made a motion for staff to modify, subject to lawyer review, the Call Handling Agreements with the State Police and DeKalb County Telephone Board, seconded by Witek. Discussion. All members present voting aye. Motion carried.

Any Other New Business – None

Other Business – None

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday November 15th, 2018 at the Public Safety Center - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Baird. All members present voting aye. Meeting adjourned at 11:00 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary