

**KenCom Finance Committee Meeting Minutes**  
**Held January 19<sup>th</sup>, 2017**  
**9:00 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X (9:07)	
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 (9:01)	

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Scott Koepfel, Kendall County IT.

Informational: Nelson stated Scott Koepfel from Kendall County IT is there to discuss the new LEADS connection. Koepfel explained how KenCom currently gets their LEADS connection through a T1 access and the state has made a requirement that all users of LEADS move from T1 to fiber by July 2017. The quote Koepfel received is almost double what KenCom is currently paying for LEADS and this will affect all LEADS users. Discussion ensued. Bergeron mentioned she received the information for the increase after KenCom's FY2017 budget was approved, so the LEADS line item in the Operations Budget will go over this year. After discussion staff is going to reach out to the state and find out how long they are going to support the old system and what the final cutoff date is.

Larry Nelson called the meeting to order at 9:13 a.m. and requested a roll call of the membership. A roll call was taken with five of the six members present creating the necessary quorum for voting purposes.

Other Business: Bergeron stated the way the connectivity is structured the MDT's, ISTATUS users, and VPN users currently have three methods (WatchGuard, Cisco and Cisco AnyConnect) of getting into KenCom. Bergeron stated since County IT has taken over, they have been looking at the security structure of KenCom. Koepfel has recommended a solution to use NetMotion to meet the security needs of KenCom. Bergeron mentioned she had reached out to CAD vendors and they recommended NetMotion for security as well. Koepfel explained to the board what NetMotion is and what it can do for KenCom. There are two distinct advantages to NetMotion, the first being it is resilient and you do not need to keep logging in, the second is each employee will have their own log in for tracking. Bergeron reviewed the pricing for NetMotion for 150 licenses. Nelson mentioned KenCom would keep the list of all users and passwords. Koepfel is going to set up a meeting with representatives from NetMotion to give a presentation to both the Executive and Operations Board at the February 15<sup>th</sup> Operations Board Meeting at 2:30 p.m. After discussion there was a consensus from the board to recommend NetMotion to the Executive Board as an action item to purchase for KenCom.

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

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron stated she received a letter that is enclosed in the packet from the City of Plano for a job well done by KenCom dispatch during an armed robbery that had occurred in Plano.

Staff Report – Bergeron gave a report on Personnel as follows: KenCom's two new employees are both in phase two of KenCom's training program. KenCom has two employees on FMLA. Both are working intermittently. A third employee was on FMLA for approximately two weeks at the end of December. Training as follows: Supervisor Pamela Hurtig is attending the APCO Communications Center Supervisor on-line training course which began on December 14<sup>th</sup>. Admin and Supervisors will begin the DVD training series presented by Gordon Graham on Risk Management at the first staff meeting of 2017, currently scheduled for January 20<sup>th</sup>. Monthly training for January will include PSTC DVD training on Locations and APCO PST Liability Issues. Information as follows: A New World CAD discovery meeting is scheduled for the fire agencies at 9 a.m. on January 24<sup>th</sup> at KenCom. The New World CAD demo is scheduled for 9 a.m. on January 25<sup>th</sup> at Oswego Fire Station 1. Lynette and Jen met with Hexagon on Thursday, January 12<sup>th</sup>, 2017 for preliminary discussion on Intergraph CAD. We will be scheduling a CAD demo in the near future. Lynette and Jen will be attending an Intergraph CAD demo presented to Northwest Central Dispatch on February 8<sup>th</sup> at the Embassy Suites in Schaumburg. Quarterly shift meetings with each shift were conducted Friday, December 16<sup>th</sup>, 2016. Dispatcher Sarah Berry spoke with a freelance writer who is writing an article for the Beacon News on a home delivery childbirth that occurred in September. Sarah Berry was the call taker for this incident and the birth occurred while she was on the phone. EMD pre-arrival instructions were provided. Dispatcher Melissa Lardi signed a release with Fresh Horses, Inc. for a documentary they are creating that will air on a cable channel sometime in the future. Melissa Lardi's voice is played in a clip while Oswego PD is being filmed at an incident scene for a subject needing transport for a psych evaluation. KenCom successfully operated out of the back-up center on Wednesday, January 11<sup>th</sup> from 0600-1400 hours. Issues related to functionality of the back-up center were discovered and will be corrected prior to next month's exercise. Future back-up rotation dates are included to occur monthly. Lynette Bergeron was invited to sit on an Emergency Management Committee for Yorkville School District 115; however, was unable to attend the January meeting. Wireless 9-1-1 statistics for the month of December 2016 represented 77% of calls received.

Approval of Closed Session minutes but do not release – Witek made a motion, seconded by Burgner to approve the October 20<sup>th</sup>, 2016 closed session meeting minutes. All members present voting aye. Motion carried.

Consent Agenda – Witek made a motion, seconded by Gilmour to approve the Consent Agenda; Approving the December 15<sup>th</sup>, 2016 Finance Committee Minutes and approving the December 2016 Treasurer's Report. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:  
Personnel Committee Report – No Report

Finance Committee Report:

Approval of Bills:

Operation Bills – Witek made a motion to approve the January Bills in the amount of \$190,493.25, seconded by Burgner. During discussion Bergeron asked the board how they would like to proceed with the 2% cash back KenCom is earning on their new credit card with First National Bank. It was decided to reach out to KenCom's auditor for suggestions. A roll call vote was taken with all five members present voting aye. Motion carried.

Capital Bills – Hausler made a motion to approve the January Surcharge Bills in the amount of \$31,915.11 seconded by Witek. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses as follows: Backup Disk Solution for Windows Server for phone system backup; Installation of Block Heaters for the Hollenback and Legion Rd generators and a temperature setting for both generators. Burgner made a motion to approve the anticipated expenses not to exceed \$2,500.00, seconded by Hausler. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Nelson called for Special Committee Reports:  
Report of the Operations Board Chair – No Report

Nelson called for Old Business:  
Backup Power for the Montgomery Tower – No Report

Challenge Coin Perpetual Plaque – Bergeron gave an update on the progress of the plaque.

Strategic Plan – No Report

Insurance Quote Discussion – No Report

Somonauk Police/Somonauk Fire – Nelson gave an update on status of Somonauk Police and Fire. Discussion ensued.

Any other Old Business – None

Nelson called for New Business:  
Treasurer Recommendation for the Executive Board – No Report.

Daily Meals/Lodging for Conferences and Training Police – Bergeron reviewed the policy contained in the packet based on the new legislative information. KenCom’s Human Resource Attorney stated the policy needs to be adopted by resolution or ordinance. Bergeron will bring back to next month’s meeting as an action item to adopt as a resolution and have the Attorney review the travel form for compliance prior to the meeting. Nelson stated once the resolution is adopted to have the policy revised to reflect the new form.

Other New Business – None

Nelson stated the next Finance Committee meeting is Thursday February 16<sup>th</sup>, 2017 at the Public Safety Center - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Gilmour. All members present voting aye. Meeting adjourned at 10:41 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary