

KenCom Finance Committee Meeting Minutes
Held March 16th, 2017
9:05 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, KenCom Assistant Director; Dale Murray, Will County Operations Manager 9-1-1.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with four out of the six members present which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Nelson would like to amend the agenda and move Grundy County 9-1-1 Backup Discussion to the top of the agenda. Baird made a motion to approve the amended agenda, seconded by Gilmour. All members present voting aye. Motion carried.

Grundy County 9-1-1 Backup – Dale Murray introduced himself as the Operations Manager for the Will County 9-1-1 system. Murray stated Will County has two M3 Core's from Motorola and they are offering to Grundy and Kendall Counties the ability to connect to their new radio consoles, if they go with Motorola, to their system. This will give the opportunity for all Will County dispatch centers, Grundy and Kendall Counties to be able to dispatch each other in an emergency situation. Murray mentioned it would also save Kendall some money because they have already invested in the large servers that the consoles connect to. Bergeron reviewed the cost sharing price that it would cost KenCom to connect to Will Counties M Core, and also includes the connectivity with fiber through Comcast. Discussion ensued. Bergeron stated they are waiting on Motorola and Miner Electronics to come back with their new proposals. After discussion Dale Murray is going to make the changes discussed to the IGA and will send over the revised copy when completed.

Dale Murray left the meeting at 9:47 a.m.

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron mentioned that the Oswego Fire Department has been sending staff to KenCom to sit with dispatch. The firemen were asked to write a synopsis of their experience sitting in KenCom and Eric Roberts synopsis is included in the packet.

Staff Report – Bergeron gave a report on Personnel as follows: KenCom had one trainee resign. The other trainee has been released from training and is working independently. KenCom is currently accepting applications until March 31st to fill the vacant position. KenCom has two employees currently on FMLA. Both are working intermittently. Training as follows: Admin and Supervisors are continuing the DVD training series presented by Gordon Graham on Risk Management. Training recertification through ICRMT for Sexual Harassment Prevention, Unlawful Harassment Prevention, Workplace

Bullying and Violence Prevention continues. Five employees will be attending PSTC – Defeating Workplace Drama for Peak 9-1-1 Performance on March 20 at the Elgin 9-1-1 Center. Two employees will be attending PSTC – Responder Risk and the 9-1-1 Professional on March 21 at the Elgin 9-1-1 Center. Two employees will be attending a training class on pipeline safety on March 21st in Joliet. Information as follows: Tyler/New World CAD presented a follow up CAD demo to show additional features for police and fire on March 2nd at Bristol Kendall Fire Station 1. Hexagon/Intergraph CAD presented their CAD demo this morning at the Oswego Fire Station 1. On March 2nd Word Systems was in the process of repairing KenCom’s NICE recording system when the NICE server quit working. From approximately 11 am on March 2nd until approximately 4 pm KenCom’s recording system was not working. KenCom activated our backup center and continued to work out of the backup center until approximately 4 am on Sunday, March 5th. The length of the outage was primarily due to the backup of three years of archived files being transferred off of the NICE recording server, which needed to be accomplished before Word Systems could restore the server. County IT worked hand in hand with KenCom and Word Systems throughout the entire process. KenCom’s line level staff did a great job working under less than optimal conditions during this outage. Future back-up center rotation dates are included in the packet. National Telecommunicator Week is April 9th-15th. Our annual banquet will be on Thursday April 13th from 6-8 pm at the Kennedy Pointe Restaurant & Pub. Economic Interest Statements were mailed out and must be returned to the County Clerk by May 1st, 2017. Wireless 9-1-1 statistics for the month of February 2017 represented 74% of calls received.

Consent Agenda – Baird made a motion, seconded by Burgner to approve the Consent Agenda; Approving the February 16th, 2017 Finance Committee Minutes and approving the February 2017 Treasurer’s Report. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – Nelson stated hiring was discussed and an integrity test was approved to begin using as another tool during the hiring process. Staff is looking into different options for background checks. The board is in the process of the Director’s evaluation.

Strategic Planning Committee Report – Nelson stated there was a presentation by Zetron for radio console equipment. There were discussions about Grundy County and the possibility to have them backup KenCom.

Operations Board Chair Report – Nelson stated the CAD demonstrations were discussed.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the March Bills in the amount of \$183,826.67, seconded by Gilmour. Discussion. A roll call vote was taken with all four members present voting aye. Motion carried.

Capital Bills – Baird made a motion to approve the March Surcharge Bills in the amount of \$4,904.40 seconded by Burgner. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses as follows: Lodging for CAD site visit to Troy, MI (Tyler/New World HQ) for an amount not to exceed \$400.00. Burgner made a motion, seconded by Gilmour to approve the anticipated expenses not to exceed \$400.00 and will be taken out of the surcharge budget. Discussion. A roll call was taken with all four members voting aye. Motion carried.

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

Challenge Coin Perpetual Plaque – No Report

Insurance Quote Discussion – No Report

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

CAD Recommendation – Bergeron reviewed the most current proposal from New World/Tyler. Discussion ensued.

Staffing for CAD implementation – Nelson stated they are in discussions of staffing a full time employee during the CAD implementation for data entry and that cost be included in the capital expenditures of the CAD. Bergeron stated herself and Stein were given direction from the Personnel Committee to bring back a staffing/budget plan for the CAD implementation.

Any other Old Business – None

Nelson called for New Business:

Closed Session Audio Destruction – Baird made a motion to approve the closed session audio destruction from August 20th, 2015, seconded by Gilmour. All members present voting aye. Motion carried.

Radio Console Equipment Replacement – Discussed during Grundy County 9-1-1 Backup.

Other New Business – Nelson mentioned having the Finance Committee adopt new By-Laws to include the same language as the Operations Board uses in reference to a quorum (business can still be conducted as long as a majority of a quorum is present and all members vote unanimous). Nelson mentioned also adopting that each Finance Board member can have an alternate member.

Nelson stated the next Finance Committee meeting is Thursday April 20th, 2017 at the Public Safety Center - 9:00 a.m. Burgner made a motion to adjourn the meeting, seconded by Baird. All members present voting aye. Meeting adjourned at 10:35 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary