

KenCom Finance Committee Meeting Minutes
Held May 18th, 2017
9:07 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD	X (9:28a.m.)	
Judy Gilmour	Kendall County Board Member	X	
Mike Peters	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; Bonnie Walters, Administrative Assistant.

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. Burgner made a motion to approve the agenda as submitted, seconded by Gilmour. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron noted KenCom had received an email from a citizen who wanted to compliment Jennette Welter-Fichtel, who was the fire dispatcher, and the KenCom dispatchers who handled a multi vehicle accident with extrication and a helicopter to the scene on May 7th. The citizen commented on how the dispatcher remained calm under pressure and how she was able to keep a sense of order over the radio. The citizen commented that he had 28 years of dispatch/technical experience at Du-Comm Public Safety and he knows when an incident goes well “from our end” and this is an example on how it should be done. Bergeron received an email from Oswego Fire Department in regards to a missing person they had and what a great job fire dispatcher Ashley Conrad did. The police dispatch was also heard in the background and overall the staff working did a great job as a team. Stein stated there was another incident of an out of state missing person and the family was looking for that individual and dispatcher Ashley Conrad went above and beyond and found that individual. The family came to show their appreciation to the Sheriff’s Office and Ashely Conrad attended.

Staff Report – Bergeron gave a report on Personnel as follows: KenCom held typing tests for twelve applicants, to which seven passed. Interviews will be scheduled in the near future. KenCom has two employees currently on FMLA. Both are working intermittently. Training as follows: Six KenCom employees attended a live training event with Bristol Kendall and provided dispatch services for the drill exercises. Information as follows: Heather Gutierrez was voted KenCom Telecommunicator of the Year during National Telcommunicator Week. Heather Gutierrez and Mike Hoffer were nominated for the Telecommunicator of the Year for the Kendall County Chief’s Association. Awards were presented at the Respect for Law Enforcement Banquet held Friday, May 12th, where Heather Gutierrez was presented with the Telecommunicator of the Year Award. There was a Dresden Nuclear Drill held on Wednesday, April 19th. KenCom submitted the LEADS Security Audit. A thank you to County Technology who worked with KenCom on this audit. Stein attended a meeting for Prairiefest planning at the Oswego

Police Department on Thursday, May 11th. The Director attended the Regional 9-1-1 Meeting hosted by Will County ETSB on Thursday, May 11th. Future back-up center rotation dates are contained in the packet. Wireless 9-1-1 statistics for the month of April 2017 represented 77% of calls received.

Consent Agenda – Gilmour made a motion, seconded by Burgner to approve the Consent Agenda; Approving the April 20th, 2017 Finance Committee Minutes and approving the April 2017 Treasurer’s Report. 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 – Meeting is scheduled for next Thursday, May 25th at 5:30 p.m. at Kennedy Pointe Restaurant.

Finance Committee Report:

Approval of Bills:

Operation Bills – Gilmour made a motion to approve the May Operation Bills in the amount of \$204,733.82, seconded by Burgner. Discussion. A roll call vote was taken with all four members present voting aye. Motion carried.

Capital Bills – Burgner made a motion to approve the May Surcharge Bills in the amount of \$38,126.03 seconded by Gilmour. Discussion. A roll call was taken with all four members present voting aye. Discussion. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Backup Power for the Montgomery Tower – No Report

Insurance Quote Discussion – No Report

Somonauk Police/Somonauk Fire – No Report

Tyler/New World CAD – Discussion ensued in regards to the Tyler/New World products requested by KenCom and clarification needed in the current proposal. Bergeron mentioned the CAD Committee is continuing negotiations with Tyler/New World and plan to have a final dollar amount on the May 25th Executive Board Agenda. After discussion, the Finance Committee had a consensus that if the items they need to get clarified with Tyler/New World get done they agree to move forward their recommendation of the purchase of the Tyler/New World Products to the Executive Board.

Witek joined the meeting at 9:28 a.m. during the Tyler/New World CAD discussion.

Staffing for CAD implementation – Bergeron reviewed the staffing proposal contained in the packet for the CAD implementation. Discussion ensued. Witek made a motion to recommend to the Executive Board to include staffing for the CAD implementation as a Capital Expenditure in the CAD budget for an amount not to exceed \$100,000.00, seconded by Gilmour. All members present voting aye. Motion carried.

Motorola Radio Console Equipment Replacement – Burgner made a motion to recommend to the Executive Board to approve the Motorola Radio Console Equipment Replacement contract upon final approval by the Director and KenCom’s Attorney, seconded by Witek. Discussion ensued. All members present voting aye. Motion carried.

Grundy County 9-1-1 Backup – Bergeron reviewed the memo enclosed in the packet. KenCom will be connecting to Starcom, not to Will County, which matches who Grundy County connects to. This will allow KenCom and Grundy to be each other’s backup.

Microwave Radio Expansion – Nelson gave an update on the Microwave Radio Expansion. Witek made a motion to recommend to the Executive Board to approve the Microwave Radio Expansion that will connect the backup system with Morris for an amount not to exceed \$118,000.00, seconded by Burgner. Discussion. All members present voting aye. Motion carried.

Fiscal Year 2016 KenCom Audit – Gilmour made a motion to approve the Fiscal Year 2016 KenCom Audit, seconded by Peters. Discussion. All members present voting aye. Motion carried.

Any other Old Business – None

Nelson called for New Business:
Closed Session Audio Destruction – None

Finance Committee By-Laws – No Report

Other New Business – None

Nelson stated the next Finance Committee meeting is Thursday June 15th, 2017 at the Public Safety Center - 9:00 a.m. Burgner made a motion to adjourn the meeting, seconded by Witek. All members present voting aye. Meeting adjourned at 11:03 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary