

KenCom Finance Committee Meeting Minutes
Held August 17th, 2017
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 (9:06 am) | |

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 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 Hausler. 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: KenCom hired two new telecommunicators. Adam Votava started on July 31st and Alex Geltz started on August 7th. KenCom offered a position to a third applicant who denied. KenCom has two employees currently on intermittent FMLA. KenCom has one employee on a short-term FMLA leave. Training as follows: Monthly training for July and August consists of a full review of the APCO Emergency Medical Dispatch training manual. This training is currently in progress. Seven employees attended in-house CPR recertification training on August 15th and August 18th. One telecommunicator CTO and one telecommunicator in training started the APCO Public Safety Telecommunicator Course on-line on August 7th. Information as follows: Motorola has the radio console equipment and are in the process of putting it together. Challenge Coin Plaque update was given. CALEA site visit for Oswego Police was on August 9th. There was a Grundy County 9-1-1 Center meeting about connecting to our Viper phone systems. Future back-up center rotation dates are contained in the packet. Wireless 9-1-1 statistics for the month of July 2017 represented 77% of calls received.

Consent Agenda – Witek made a motion, seconded by Hausler to approve the Consent Agenda; Approving the July 20th, 2017 Finance Committee Minutes and approving the July 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 – Nelson stated due to the new Tyler Sharing Structure Adhoc Committee that has been meeting and the amount of work being done, the Strategic Planning Committee was cancelled.

Operations Board Chair Report – Bergeron noted the bills and anticipated expenses were approved.

Jeff Burgner joined the meeting at 9:06 a.m.

Finance Committee Report:

Approval of Bills:

Operation Bills – Hausler made a motion to approve the August Operation Bills in the amount of \$182,887.03, seconded by Witek. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Capital Bills – Gilmour made a motion to approve the August Surcharge Bills in the amount of \$877,777.83 seconded by Hausler. Discussion. A roll call was taken with all six members present voting aye. Discussion. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expense as follows: Solarwinds Serv-U Managed File Transfer and Gateway for an amount not to exceed \$1,395.00 (Kendall County and KenCom splitting the cost of \$2,790.00). Baird made a motion to approve the anticipated expense not to exceed \$1,395.00, 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 – No Report

Insurance Quote Discussion – No Report

Somonauk Police/Somonauk Fire – Nelson gave a brief update.

Tyler/New World CAD – Bergeron reminded the Committee of the Tyler/New World meetings/kickoff on August 22nd and 23rd and will send a reminder email out as well.

Grundy County 9-1-1 Backup Intergovernmental Agreement/Microwave Radio Expansion – Bergeron noted they are moving forward.

Bidding on Loan Proposal – No Report

Assignment/IGA of the Village of Montgomery Tyler/New World Contract to KenCom – Burgner stated the next Village of Montgomery meeting is August 28th and he will reach out to them to make sure the Assignment and IGA are on the agenda.

Any other Old Business – Nelson stated the Tyler Sharing Structure Adhoc Committee has been meeting to discuss the Assignment, Licensing and Fee Agreement, and the Security and Operations. The meeting is reconvening today at 10:00 a.m.

Nelson called for New Business:

Closed Session Audio Destruction – None

2018 Finance Committee Calendar – Baird made a motion to approve the 2018 Finance Committee Calendar, seconded by Burgner. Discussion. All members present voting aye. Motion carried.

Assignment of Kendall County Tyler/New World RMS Contract to KenCom; Agency IGA’s Tyler Licensing and Maintenance Fees; Agency Tyler Security and Operations – Nelson stated the agreements are being worked on in the Tyler Sharing Structure Adhoc Committee. Nelson noted the goal is to have the three agreements completed and move forward to the Executive Board meeting on August 24th. Baird reviewed the purpose of the three agreements and that everyone will operate under the same agreement. Baird stated this will help in preparation for the future as new agencies come in, they would sign the same agreement and everyone would be treated equal. All agreements have to be signed consecutively.

Other New Business – Bergeron noted management is working on the Fiscal Year 2018 budget and will bring forward at the September meeting. Discussion ensued.

Nelson stated the next Finance Committee meeting is Thursday September 21st, 2017 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 9:40 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary