

**KenCom Finance Committee Meeting Minutes**  
**Held September 15<sup>th</sup>, 2016**  
**9:05 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
Judy Gilmour	Kendall County Board Member	X	
Dwight Baird	KCSO	X (9:20)	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	

Others Present: Lynette Bergeron, KenCom Director.

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 creating the necessary quorum for voting purposes.

Nelson called for a motion to approve the agenda. Witek 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 thank you note from Sandwich Fire for the “End of Watch” dispatch announcement on July 12, 2016 for retiring Fire Chief Don Rimgale. Bergeron stated she received an inquiry from a member at the public safety in regards to 311. Bergeron gave Gilmour information on 311 and relayed that KenCom takes very few of these 311 calls that would need to be addressed.

Staff Report – Bergeron gave a report on Personnel as follows: KenCom has hired two new telecommunicators who will begin on Monday, October 3<sup>rd</sup>. Training as follows: APCO Fall Training Seminar on the demographics of today and tomorrow will be held on September 15 in Woodridge. The Assistant Director and two Supervisors will be attending. The Oswego Fire District provided in-house training and certificates on the use of fire extinguishers on Wednesday, August 31<sup>st</sup>. In-house training was held on August 29<sup>th</sup>, 30<sup>th</sup>, and September 1<sup>st</sup> on KenCom’s new fire policies. Fire policies were implemented on Friday September 2<sup>nd</sup>. Three employees will be attending the APCO Active Shooter for Public Safety Communications course on September 19<sup>th</sup> at the Lemont Police Department. The Kendall County Sheriff’s Office will be providing in-house training on domestic violence on September 28<sup>th</sup>. Two of our supervisors will be completing the on-line APCO Communications Center Supervisor Course beginning on October 12<sup>th</sup>, 2016. Lynette Bergeron, Jen Stein, and dispatcher Ashley Conrad will be attending the IPSTA conference November 6<sup>th</sup>-9<sup>th</sup> in Springfield. KenCom will be attending a debriefing on September 27<sup>th</sup> with the Bristol Kendall Fire Department, Yorkville Police Department and the EMS Coordinator for Rush Copley regarding a recent pediatric EMS call. Information as follows: Bergeron discussed equipment issues with the phone system and new county firewall. KenCom was asked to attend an EMS Leadership Meeting with 911, EMS and hospital staff on Wednesday September 14<sup>th</sup> to discuss pre-arrival protocols for chest pain calls. Wireless 9-1-1 statistics for the month of August 2016 represented 75% of calls received.

Baird joined the meeting at 9:20 a.m.

Consent Agenda – Witek made a motion, seconded by Gilmour to approve the Consent Agenda; Approving the August 18<sup>th</sup>, 2016 Finance Committee Minutes and approving the August 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 – Baird made a motion to approve the September Operation Bills in the amount of \$160,996.57, seconded by Burgner. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Capital Bills – Hausler made a motion to approve the September Surcharge Bills in the amount of \$3,572.73 seconded by Gilmour. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – None

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 – Nelson stated they are waiting on an update from Chief Meyers from the Montgomery Police Department.

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

Strategic Plan – Nelson stated at the last Executive Board Meeting they appointed three members from the Executive Board to sit with the two members from the Operations Board and they plan to set up a meeting soon.

Budget – Bergeron reviewed the drafted Operations and Surcharge budgets. Discussion ensued. Bergeron stated the contract with Isidore is due on October 1, 2016 and needs direction from the board. The board agreed for the Director to ask Isidore for a two month extension until the budget is finalized. Bergeron is going to send out the drafted IGA from the County to the board members for review and discussion at October's meeting. Bergeron will reach out to Scott from County IT to be at the October Finance Meeting.

Insurance Quote Discussion – No report

9-1-1 Modification Plan – No Report

Any other Old Business – None

Nelson called for New Business:

Treasurer Recommendation for the Executive Board – No Report

Other New Business – None

Other Business – None

Nelson stated the next Finance Committee meeting is Thursday October 20<sup>th</sup>, 2016 at the Public Safety Center - 9:00 a.m. Gilmour made a motion to adjourn the meeting, seconded by Hausler. All members present voting aye. Meeting adjourned at 11:01 a.m.

Meeting recorded by: Lynette Bergeron

Respectively submitted,

Bonnie Walters  
Recording Secretary