

KenCom Finance Committee Meeting Minutes
Audio Conference Meeting
Held March 19th, 2020
9:00 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD	X (9:08)	
Matt Prochaska	Kendall County Board Member	X	
Dwight Baird	KCSO	X (9:07)	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	
James Jensen	Yorkville PD	X	

Others Present on conference call: Lynette Bergeron, KenCom Director; Jennifer Stein, Assistant Director; Bonnie Walters, KenCom 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 seven members present, which resulted in having a quorum for voting purposes.

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

Public Comment – None

Nelson called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: KenCom’s trainee was not successful in completing KenCom’s training program and is no longer on staff with KenCom. KenCom has one employee on FMLA. Training as follows: KenCom conducted a MABAS radio drill with OFD on Tuesday, February 25th. Tyler Giannotti and Lynsey Ingram attended the MABAS Conference February 26th-28th in Normal, IL. The GIS IGA between Kendall County and KenCom has been finalized and Kendall County GIS is now KenCom’s GIS support. Economic interest statements were mailed and are due back by May 1st. KenCom is working through a LEADS security audit that is due on March 31st. Project updates as follows: Reminder any bills that are sent directly to an agency from Tyler should be turned over to KenCom (do not pay) if it is for equipment, software, services, etc. that KenCom has procured on behalf of the agency. An administrative review of the newly upgraded CAD Web View was conducted on February 26th at 9am. All KenCom agencies have been forwarded their new log on credentials. The NICE Recording Software upgrade is in motion. The P5 and P7 upgrade and the diversification project have been completed. All police agencies were issued two new Kenwood portable radios for testing of P5. The police agencies and KenCom will be tracking the testing of P5 and completed forms are to be emailed/faxed to KenCom the morning of Wednesday, March 18th for review before the Operations Board meeting at 2pm. KenCom has taken the following measures in regards to the COVID-19 virus to protect our employees and to ensure that KenCom is able to continue delivering the essential function of telecommunication services to our communities: Implemented screening protocols to

inform emergency responders of exposure risks. Required all employees to wash their hands after using the restroom. Required all employees to disinfect their workspace at the end of their shift. Restricted non-essential visits to the dispatch center. Cleaned all surfaces and share equipment in KenCom with bleach. Wireless 9-1-1 statistics for the month of February 2020 represented 87% of calls received.

Closed Session Meeting Minutes – None

Consent Agenda – Nelson called for approval of the consent agenda. Baird made a motion, seconded by Hausler to approve the consent agenda, which includes approval of the following: January 16th, 2020 Finance Committee Meeting Minutes; February 20th, 2020 Finance Committee Minutes; January 2020 Treasurer’s Report; February 2020 Treasurer’s Report. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – No Meeting

Strategic Planning Committee Report – No Meeting

Operations Board Chair Report – No Meeting

Finance Committee Report:

Approval of Bills:

Operation Bills – Hausler made a motion to approve the March 2020 Operation Bills, in the amount of, \$199,635.56, seconded by Witek. Discussion. A roll call vote was taken with all seven members present voting aye. Motion carried.

Surcharge Bills – Hausler made a motion to approve the March 2020 Surcharge Bills, in the amount of, \$101,862.99, seconded by Burgner. Discussion. A roll call was taken with all seven members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet for the purchase of an AED from BIO-Tron Inc. not to exceed \$1,800.00. Hausler made a motion to approve the purchase of an AED for KenCom from BIO-Tron for an amount not to exceed \$1,800.00, seconded by Burgner. Discussion. A roll call was taken with all seven members present voting aye. Motion carried.

Nelson called for Old Business:

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Bergeron stated IT is working on the connection and will have a better update tomorrow afternoon. It will be up and running in the next 30 days.

Upgrading Police 5 and/or Police 7 – L. Nelson stated they received all the feedback from the police agencies on the testing of the new radios. After reviewing the reports, it was gathered that digital worked just as good as or better than analog in many places. After discussion, there was a consensus for Bergeron to move forward with the purchase of the new police portable radios.

NG9-1-1 Grant Phone Upgrade – Bergeron noted the final reimbursement check has been submitted to the state and the final reporting has been completed. Once the check is received, the grant is closed.

IPFlex – Bergeron stated Chris Kindelspire is working to get a quote on the piece of equipment they need to complete (AT&T’s vendor was not coming through with a quote) and will report at the next meeting.

Development of Fire 3 channel to be Digital – L. Nelson stated it is in progress for licensing and drafting letters to neighbor agencies for sign off.

Open Meeting Act Certificates – L. Nelson mentioned there are still Board members that have not taken/supplied KenCom with their Open Meeting Act Certificates. Bergeron stated they had previously been given direction to send out letters to the members missing certificates, which has been done by certified mail. The only member that reached out to KenCom since the mailing was Floyd Dierzen and he agreed to work on the training and was given the direction he needed to change members on the board. An update will be brought back at the April meeting.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – Witek made a motion to approve the August 16th, 2018 Finance Committee audio destruction, seconded by Jensen. All members present voting aye. Motion carried.

Any Other New Business – None

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday April 16th, 2020 at the Public Safety Center - 9:00 a.m. Burgner made a motion to adjourn the meeting, seconded by Jensen. All members present voting aye. Meeting adjourned at 9:26 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary