

**Minutes of the Executive Board Meeting  
Held Thursday, February 22<sup>nd</sup>, 2018  
5:40 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Judy Gilmour	Kendall County Board		X
Dwight Baird	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
Michael Hitzemann	Bristol Kendall Fire District		X
Darald Nelson	Village of Newark	X	
Mike Veseling	Oswego Fire District	X	
Jim Horton	Lisbon Seward Fire District		X
Larry Nelson	Member at Large	X	
Greg Witek	Little Rock Fox Fire District	X (5:45pm)	
Joel Frieders	City of Yorkville		X
Luis Perez	Village of Oswego	X	
Scott Mulliner	City of Plano	X	

Others present were: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant; Josh Flanders, Operations Board Chair.

Darald Nelson called the meeting to order and requested a roll call of the membership. Seven of the Twelve members were present creating the necessary quorum for voting purposes.

D. Nelson called for a motion to approve the agenda. Baird made a motion to approve the agenda as submitted, seconded by L. Nelson. Discussion. All members present voting aye. Motion carried.

D. Nelson called for Public Comment –None

D. Nelson called for Correspondence – Bergeron stated the Economic Interest Statements have been mailed and reminded all board members to include KenCom on the statement and send back to Debbie Gillette by May 1<sup>st</sup>. Bergeron received a letter from the Grundy County Emergency Board Chairman in reference to their interest in a Tyler New World partnership with KenCom.

Staff Report – Bergeron gave a report on Personnel as follows: Two new employees started on January 22<sup>nd</sup>, 2018 and are currently in Phase I of KenCom's training program. Training as follows: Quarterly shift meetings took place on January 4<sup>th</sup>. Motorola provided training on new console radio equipment on January 10<sup>th</sup>. Supervisors conducted TTY training with each member of their shift during the month of January. Pamela Hurtig and Ashley Conrad attended the Tyler I3 User Group in Elgin on January 25<sup>th</sup> and 26<sup>th</sup>. Jennette Welter-Fichtel, Pamela Hurtig, Heather Gutierrez, Jennifer Stein and Lynette Bergeron will be attending the APCO Leadership Symposium on Thursday, March 8<sup>th</sup> and Jennifer and Lynette will be attending on Friday, March 9<sup>th</sup> for the manager's portion of the symposium. Information as follows: KenCom went live with the Motorola 7500 radio console equipment on Tuesday, January 23<sup>rd</sup>, 2018. CAD Project Updates: County IT prepared the KenCom servers and established connectivity for Tyler.

Tyler began production on the servers on January 29<sup>th</sup> to prep for the migration of data from the current Kendall County server to the KenCom servers. The LERMS system will be down on February 21<sup>st</sup> beginning at 8 a.m. for approximately 4 hours as Kendall County IT and Tyler Tech copy the New World database on the current Kendall County server to migrate the data to the new KenCom environment. Tyler will be on site for the LERMS (LiveScan) Interface Migration Feb 13<sup>th</sup>-16<sup>th</sup>. The first build week will be for Fire RMS and is scheduled for Feb 26<sup>th</sup>-Mar 2<sup>nd</sup>. The second build week, March 5<sup>th</sup> through March 9<sup>th</sup>, will be for the migration of Montgomery PD's RMS records into Kendall County's environment. Wireless 9-1-1 statistics for the month of January 2018 represented 75% of calls received.

Closed Session Minutes – None

Consent Agenda – D. Nelson called for approval of the consent agenda. L. Nelson made a motion, seconded by Baird to approve the Consent Agenda; Approving the November 30<sup>th</sup>, 2017 Executive Board Minutes; Approving the November 2017, December 2017 and January 2018 Treasurer's Report. All members present voting aye. Motion carried.

D. Nelson called for the Standing Committee Reports:  
Report of Finance Committee – L. Nelson noted they are within budget.

Greg Witek joined the meeting at 5:45 p.m.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – Josh Flanders noted they are continuing on the current projects.

Report of the Personnel Committee – No Report

Report of the Strategic Planning Committee – L. Nelson stated both KenCom and Grundy County have the same viper phone system and this system can be upgraded to handle an entire region. There is a grant available from the State Police 911 called the NG9-1-1 Expense Grant. KenCom and Grundy County have applied for this grant to allow the two phone systems to be upgraded to a cloud level allowing them to talk to each other, which would open up the possibility of regionalization down the road. The grant would include equipment, installation and a small piece for training to total \$188,876.41. It will also cut down on the maintenance fees locally. Discussion ensued.

Witek called for the Special Committee Reports:  
By-Laws Committee Report – No Report

Witek called for Old Business:

Village of Somonauk/Somonauk Fire Department – Nelson stated they currently have a line being installed as a handoff between AT&T and Frontier which will allow ALI and ANI for DeKalb County (which will benefit Sandwich Fire and some western portions of the County) to receive ANI/ALI for calls that are transferred to KenCom.

Tyler/New World CAD – Discussed in staff report.

Police and Fire Records Management – L. Nelson made a motion to approve the KenCom Police and Fire Records Management, (Kendall County Assignment, Security Agreement, Licensing and Fees Agreement, Cost Sharing Attachment LERMS, Cost Sharing Attachment FRMS) with each of the subscribing and contracted agencies with the changes noted, seconded by Baird. All members present voting aye. Motion carried.

Other Old Business – None

Witek called for New Business:

Sexual and Anti-Harassment Resolution and Employee Handbook Policy – Perez made a motion to approve the Sexual and Anti-Harassment Resolution and Employee Handbook Policy as amended by KenCom’s attorney, seconded by L. Nelson. All members present voting aye. Motion carried.

Backup Power (Generator) Montgomery Tower – Nelson stated they are going out for bid for a diesel backup generator at the Montgomery Water Tower versus a natural gas line. Discussion ensued.

NG9-1-1 Expenses Grant – Discussed in Strategic Planning Committee update.

Grundy County Connection to KenCom Tyler New World CAD/RMS – Nelson stated Grundy County has expressed interest in operating off of KenCom’s Tyler/New World System for CAD and the Police and Fire Records Management System. KenCom would be the host agency for the software. The maintenance costs for Grundy County need to be decided by the current police and fire agencies. Discussion ensued. L. Nelson made a motion to move forward with an Intergovernmental Agreement with Grundy County for CAD (Computer Aided Dispatch) and RMS (Records Management System) services subject to final approval once completed, seconded by Mulliner. All members present voting aye. Motion carried.

Other business from the floor – None

The next scheduled Executive Board Meeting is Thursday, March 22<sup>nd</sup>, 2018 at 5:30 p.m.

Baird made a motion to adjourn the meeting, seconded by Veseling. All members present voted aye. Motion carried. The meeting was adjourned at 5:40 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird  
Secretary