

**Minutes of the Executive Board Meeting  
Held Thursday, November 2<sup>nd</sup>, 2017  
5:30 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Judy Gilmour	Kendall County Board		X
Harold Martin	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	
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, Administrative Assistant; Josh Flanders, Oswego Fire Department.

Greg Witek called the meeting to order and requested a roll call of the membership. Eight of the Twelve members were present creating the necessary quorum for voting purposes.

Witek called for a motion to approve the agenda. Martin made a motion to approve the agenda, seconded by D. Nelson. All members present voting aye. Motion carried.

Witek called for Public Comment –None

Witek called for Correspondence – Bergeron stated she received notice from Rush Copley that KenCom along with the Little Rock Fox Fire District received the fourth quarter cardiac run of the quarter. Cheryl Gianfrancisco and Dianne Vaillancourt were the dispatchers that handled the call along with Little Rock Fox Fire Medic 341. Rush Copley also notified KenCom that KenCom along with the Oswego Fire Protections District won the 2017 cardiac run of the year. Mindi Jahp was the call taker and fire dispatcher along with Oswego Fire District Medic 3.

Staff Report – Contained in the packet.

Consent Agenda – Witek called for approval of the consent agenda. L. Nelson made a motion, seconded by Martin to approve the Consent Agenda; Approving the August 24<sup>th</sup>, 2017 Executive Board Minutes; Approving the August 2017 Treasurer's Report; and Approving the September 2017 Treasurer's Report. All members present voting aye. Motion carried.

Witek called for the Standing Committee Reports:

Report of Finance Committee – L. Nelson gave a report as follows: A KenCom router failed over the weekend and County IT spent most of their weekend working on resolving the issue. Currently KenCom is using three different devices for routers and firewalls, and after speaking with Scott Koepfel from County IT, KenCom will be consolidating into one higher capacity router and firewall. The funds are already budgeted to purchase. There are recommendations for non-union employee pay that will be discussed in closed session.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – Josh Flanders stated there is progress with the CAD project and the radio console equipment. Lynette and staff are doing a good job making sure all the departments are staying on track and moving forward.

Report of the Personnel Committee – No Report

Report of the Strategic Planning Committee – No Report

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

Witek called for Old Business:

Village of Somonauk/Somonauk Fire Department – L. Nelson stated after meeting with the 9-1-1 telephone vendor (West) it was learned that it can handle receiving the ALI and ANI information directly from the Frontier router with a purchased module that can be plugged into KenCom's telephone system. Discussion ensued.

Tyler/New World CAD – Bergeron gave an update and stated they have sent out emails to the user groups on dates that have been locked down for the beginning portion of building the CAD. There is a tentative go live date of December 10, 2018.

Any Other Old Business – None

Witek called for New Business:

Fiscal Year 2018 Surcharge Budget – Bergeron reviewed the draft Fiscal Year 2018 Surcharge Budget. Martin made a motion to approve the Fiscal Year 2018 draft ETSB Surcharge Budget, seconded by Veseling. Discussion ensued. A roll call was taken with all eight members present voting aye. Motion carried.

Fiscal Year 2018 Operating Budget – Bergeron reviewed the draft Fiscal Year 2018 Operating Budget. Thompson made a motion to approve the Fiscal Year 2018 draft Operating Budget, seconded by Hitzemann. Discussion ensued. A roll call was taken with all eight members present voting aye. Motion carried.

Three-year Audit Contract Mack & Associates – L. Nelson made a motion to approve the three-year audit contract for Mack & Associates, seconded by Veseling. Discussion ensued. A roll call was taken with all eight members present voting aye. Motion carried.

Transfer \$500,000 to the Capital Equipment Fund – Martin made a motion to transfer \$500,000 from the ETSB general fund to the ETSB equipment fund, seconded by Mulliner. Discussion. All members present voting aye. Motion carried.

Transfer \$100,000 to the Building Fund – L. Nelson made a motion to transfer \$100,000 from the ETSB general fund to the ETSB building fund, seconded by Martin. Discussion. All members present voting aye. Motion carried.

Semi Annual Closed Session Review – L. Nelson made a motion for the Executive Board closed session meeting minutes to remain closed, seconded by Veseling. All members present voting aye. Motion carried.

Closed Session Audio Destruction – None

Other business from the floor – None

Closed Session - Veseling made a motion to go into closed session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, 5 ILCS 120/2(c)(1), seconded by Mulliner. A roll call vote was taken with all eight members present voting aye. Motion carried. Closed session began at 6:07 p.m.

Open session resumed at 6:46 p.m. All members are the same as before closed session.

Action after closed session – L. Nelson made a motion to increase non-union personnel wages for Fiscal Year 2018 as follows: Supervisors to be increased by 2.75%; The full time Administrative Assistant position to be retitled as an Executive Assistant at \$21 per hour; The part time Administrative Assistant to be increased to \$15 per hour; the Director and Assistant Director be increased by 3.50%; seconded by Veseling. Discussion. A roll call was taken with all eight members present voting aye. Motion carried. L. Nelson stated the board would like a current study done of Director and Assistant Director positions with comparable markets to be brought to the Finance Committee meeting. Staff will add the new increases into the approved draft budget and redistribute to the board members to review before the next meeting.

The next scheduled Executive Board Meeting is Thursday, November 30<sup>th</sup>, 2017 at 5:30 p.m.

Martin made a motion to adjourn the meeting, seconded by Veseling. All members present voted aye. Motion carried. The meeting was adjourned at 6:50 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird  
Secretary