

**Meeting Notes of the Executive Board Meeting
Held Thursday, December 28th, 2017
5:41 p.m.**

Member	Agency	Present	Absent
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, Executive Assistant.

A roll call of the membership was taken with six of the twelve members present which resulted in not having a quorum for voting purposes.

Public Comment –None

Correspondence – Bergeron, along with KaneCom and Aurora Dispatch received an email from the TriCom Director in regards to the Batavia robbery thanking the KenCom dispatchers for their teamwork and collaboration with the four different dispatch centers.

Staff Report – Bergeron gave a report on Personnel as follows: KenCom has one employee returning from an extended FMLA leave on December 29th. KenCom has a second employee that began a 6-week FMLA leave on December 8th. KenCom tested 48 applicants and conducted speed interviews of 25 people on Saturday, December 9th at Oswego Fire Station 1. KenCom's new Candidate Selection Committee members assisted with this event. Full interviews will be scheduled for select applicants. The two employees in training are working in Phase 3 of 3 of the training program with an anticipated release from the training program on December 30th. KenCom has scheduled interviews for the Assistant LEADS Coordinator vacancy. Training as follows: Quarterly shift meetings are scheduled for January 4th. Training on the new console radio equipment is scheduled for January 10th. Information as follows: KenCom has formed committees with dispatch staff to assist with evaluating and improving standards of the dispatch center. An update on the radio console equipment was given. An anticipated completion date of December 24th was given for the Challenge Coin Plaque. Maciano's was selected to cater the employee holiday dinner with delivery scheduled for each of the shifts on Sunday, December 24th. Tyler will be on-site for a workgroup session with the fire agencies on Wednesday, January 3rd from 1-3 p.m. at

Oswego Fire Station #1 to provide a more in-depth look at how to build response plans for the new CAD. KenCom discovered on December 5th that phone calls taken at Console #1 had not been recording since October 27th. On December 7th, Miner Electronics worked with Word Systems and discovered the problem to be a loose network adapter which has been repaired. With all the projects going on in KenCom, a calendar was created and will be given out each month. Wireless 9-1-1 statistics for the month of November 2017 represented 75% of calls received.

Standing Committee Reports:

Report of Finance Committee – L. Nelson stated the Committee recommended moving forward to the Executive Board the signed agreements by Kendall County, the Village of Montgomery and all the fire agencies.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – Bergeron stated Everbridge was discussed and Jonathan Whowell and Dan Meyers are going to reach out to Everbridge to see their anticipated increase. Researching a new vendor was also discussed. Nominations of Josh Flanders for Chairman and Mike Peters for Vice Chairman were made and elections will be in January.

Report of the Personnel Committee – L. Nelson stated Bergeron and Stein presented wage comparisons for management and the Committee asked for additional information to bring back. Jim Jensen is going to get together with Bergeron on January 9th to go over the process of her review.

Report of the Strategic Planning Committee – Bergeron discussed that there have been delays in the implementation of the new backup at Grundy County. Grundy County partnered with Will County to go to the StarCom21 radio system and they are at least four months behind going live due to a delay with AT&T. In order for KenCom to move their backup center to Grundy County they need to be on StarCom21. In the interim KenCom needs to keep the old backup center at Bristol Kendall Fire Station 1. Bergeron stated Miner Electronics confirmed that the new and old radio console equipment can run in tandem together and are two standalone radio console systems. With the ability to continue using Bristol Kendall Fire Station 1 as KenCom's backup, the replacement of the radio console equipment will continue as scheduled.

Special Committee Reports:

By-Laws Committee Report – No Report

Old Business:

Village of Somonauk/Somonauk Fire Department – L. Nelson stated the State of Illinois approved to pay for the ANI and ALI circuit to go to Dekalb for the Froniter selective router with an estimated due date by the end of January.

Tyler/New World CAD – Bergeron gave an update.

Police and Fire Records Management – No Report

Other Old Business – None

New Business: None

Other business from the floor – None

The next scheduled Executive Board Meeting is Thursday, January 25th, 2017 at 5:30 p.m.

Discussion ended at 6:00 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary