

**Minutes of the KenCom Operations Board Meeting  
Held, Thursday, June 14<sup>th</sup>, 2017  
2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders	OFD	X	
Daniel Meyers	MPD	X(2:06p.m.)	
Mike Peters	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X(2:06p.m.)	
Terry Klingel	YPD		X
Joe Severson	Village of Newark		X
Jeff Mathre	NFD		X
Jeff Spang	LRFFD	X	
Tim Wallace	LSFD	X	
Mike Pruski	SFD	X	
James Jensen	OPD	X	
Thomas Meyers	MFD		X
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Levi Gotte, KenCom Supervisor; Larry Nelson (2:03p.m.), Member at Large.

Josh Flanders called the meeting to order and requested a roll call of the membership. Seven of the fourteen members were present which resulted in not having a quorum for voting purposes.

Flanders called for approval of the agenda. Jensen made a motion to approve the agenda as submitted, seconded by Fairfield. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron received a letter from Tim Fairfield thanking KenCom for their assistance at the structure fire they had and she read the letter to the Board. Bergeron stated she will forward the letter onto KenCom staff. Stein mentioned Everbridge has reached out to her and would like to schedule a meeting with the representatives in charge of Everbridge from each agency to do a CARES check, which is to evaluate how we are using the system and talk about new modules that are out. Stein mentioned she would send out an email to all the agencies with a couple of dates to pick from and will get it set up.

Staff Report – Bergeron gave a report on Personnel as follows: Interviews are scheduled for applicants to fill the one open telecommunicator position. KenCom has two employees currently on FMLA. Both are working intermittently. KenCom will be staffing the command van with a dispatcher for Prariefest June 16<sup>th</sup> – 18<sup>th</sup>. Staff attended a Chest Pain Accreditation meeting at Rush-Copley on May 24<sup>th</sup> to answer questions related to EMD for Rush-Copley’s accreditation site review. Information as follows: Ashley Conrad and Bristol Kendall Fire District were awarded Rush Copley’s Cardiac Run of the Quarter for an incident that occurred on March 25<sup>th</sup>, 2017. Future back-up center rotation dates are contained in the packet. Wireless 9-1-1 statistics for the month of May 2017 represented 75% of calls received.

Consent Agenda – Flanders called for approval of the consent agenda. Jensen made a motion, seconded by Fairfield to approve the consent agenda which includes approval of the May 2017 Treasurer’s Report, and the May 25<sup>th</sup>, 2017 Operation Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:  
Strategic Planning Committee Report – No Report

Personnel Committee Report – No Report

Executive Board Report – No Report

Jonathan Whowell and Dan Meyers joined the meeting at 2:06 p.m. which resulted in having a quorum for voting purposes.

Finance Committee Report:

Operation Bills – Fairfield made a motion to approve the June 2017 bills for payment in the amount of \$162,631.14 seconded by Jensen. Discussion. A roll call vote was taken with all nine members present voting aye. Motion carried.

Surcharge Bills – Spang made a motion to approve the June 2017 bills for payment in the amount of \$5,342.00, seconded by Fairfield. Discussion. A roll call vote was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

Backup Power for the Montgomery Water Tower – No Report

Any Other Old Business – Bergeron stated KenCom is moving forward with the assignments and trying to get everything done for the June 30<sup>th</sup> deadline with the Tyler/New World contract. Discussion ensued.

Flanders called for New Business:

Policy and Procedures – None

Any Other New Business – None

Flanders stated the next Operations Board Meeting is Wednesday, July 19<sup>th</sup>, 2017 at 2:00 p.m. Jensen made a motion to adjourn the meeting, seconded by Spang. All members present voting aye. Meeting adjourned at 2:18 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary