

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, January 17th, 2017
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Daniel Meyers	MPD		X
Mike Peters	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X	
Larry Hilt	YPD	X	
Joe Severson	Village of Newark		X
Dave Kellogg	NFD		X
Jeff Spang	LRFFD	X	
Patrick Pope	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 Executive Assistant; Jennette Welter-Fichtel, KenCom Supervisor; Larry Nelson, KenCom Finance Chairman.

Josh Flanders called the meeting to order and requested a roll call of the membership. Ten of the fourteen members were present which resulted in 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 Spang. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Meyers called for Correspondence – None

Staff Report – Bergeron gave a report on Personnel as follows: KenCom has one employee on an extended FMLA leave. KenCom has two employees starting on January 22nd, 2018. Alexandra Geltz and Adam Votava were released from the training program on January 6th and are operating independently. Krista McIntyre has been selected for the Assistant LEADS Coordinator and the midnight shift Dispatcher in Charge. Training as follows: Quarterly shift meetings took place on January 4th. Motorola provided training on the new console radio equipment on January 10th. Supervisors are conducting TTY training with each member of their shift during the month of January. Jen Stein and Ashley Conrad will be attending the Tyler 13 User Group in Elgin on January 25th and 26th. Information as follows: KenCom’s Policy and Procedure Committee had their first meeting on January 5th. KenCom’s EMD Committee will be meeting on January 19th to begin the revision process for the EMD guide cards. Motorola has provided a tentative go-live date for the new radio equipment of January 23rd. Staff met with an auditor from Mack & Associates on January 11th. CAD Project Updates: The project plan was discussed in detail on January 4th and most dates have been confirmed. A GIS information conference call with Tyler took place on January 3rd. Tyler provided a more in-depth demo of response plans to the fire agencies on January 3rd. County IT is continuing to work on provisioning the servers and setting up

remote access to the servers for Tyler. The first build week will be for Fire RMS and is scheduled for Feb 26th-Mar 2nd. The second build week, March 5th through March 9th, will be the migration of Montgomery PD's RMS records into Kendall County's environment. Wireless 9-1-1 statistics for the month of December 2017 represented 76% of calls received.

Consent Agenda – Flanders called for approval of the consent agenda. Spang made a motion, seconded by Fairfield to approve the consent agenda which includes approval of the December 2017 Treasurer's Report, and December 20th, 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

Finance Committee Report:

Operation Bills – Fairfield made a motion to approve the January 2017 bills for payment in the amount of \$200,574.38 seconded by T. Meyers. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.

Surcharge Bills – Spang made a motion to approve the January 2017 bills for payment in the amount of \$66,613.71, seconded by Fairfield. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

Tyler/New World CAD – Discussed in the staff report. Bergeron stated she is registered for the Tyler Conference April 22nd-April 25th in Boston.

Grundy County 9-1-1 Backup – Bergeron stated they have an update conference call with Grundy County on Friday at 2 pm.

Microwave Radio Expansion – Bergeron mentioned this will occur in the early spring time.

Everbridge – No Report

Election of Officers Nomination – Whowell made a motion to approve Josh Flanders to remain as Chairman and Mike Peters to be Co-Chairman, seconded by Fairfield. Discussion. All members present voting aye. Motion carried.

Any Other Old Business – Discussion ensued on the importance of getting a generator at the Montgomery water tower in the instance of loss of power and the status of getting the nicor line ran for the generator.

Flanders called for New Business:

Tyler/New World User Group – Bergeron stated Tyler advised them only one person from each agency can attend the build sessions with a max of ten people, so they are looking to create a Tyler user group for ideas and changes that will be ongoing even after the build sessions. Discussion ensued. After discussion, each agency expressed the need to have more than one person in the build sessions (limit two

per agency) and Bergeron will reach out to the project manager and inform him. Bergeron will send out dates outside of the build session dates to begin the Tyler user group.

Flanders stated the next Operations Board Meeting is Wednesday, February 14th, 2017 at 2:00 p.m. Fairfield made a motion to adjourn the meeting, seconded by T. Meyers. All members present voting aye. Meeting adjourned at 2:34 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary