

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, February 14th, 2018
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Daniel Meyers	MPD		X
Mike Peters	KCSO	X	
Tim Fairfield	BKFD	X	
Norman Allison	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; Pamela Hurtig, KenCom Supervisor; Darryl Kollins, Kendall County IT; Scott Koepfel, Kendall County IT.

Josh Flanders called the meeting to order and requested a roll call of the membership. Eight of the fourteen members were present which resulted in having a quorum for voting purposes.

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

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated the Grundy County Emergency Board Chairman sent her a letter in reference to their interest in a Tyler New World partnership with KenCom. There was a meeting with Grundy County and conversations have started with the KenCom Strategic Planning Committee. Discussion ensued.

Staff Report – Bergeron gave a report on Personnel as follows: Two new employees started on January 22nd, 2018 and are currently in Phase I of KenCom’s training program. Training as follows: Quarterly shift meetings took place on January 4th. Motorola provided training on new console radio equipment on January 10th. 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 25th and 26th. Jennette Welter-Fichtel, Pamela Hurtig, Heather Gutierrez, Jennifer Stein and Lynette Bergeron will be attending the APCO Leadership Symposium on Thursday, March 8th and Jennifer and Lynette will be attending on Friday, March 9th for the manager’s portion of the symposium. Information as follows: KenCom went live with the Motorola 7500 radio console equipment on Tuesday, January 23rd, 2018. CAD Project Updates: County IT prepared the KenCom servers and established connectivity for Tyler. Tyler began production on the servers on January 29th 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 21st 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 13th-16th. 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 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.

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 January 2018 Treasurer's Report and January 17th, 2018 Operation Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Strategic Planning Committee Report – Bergeron gave a report as follows: There was discussion on Grundy County and getting costs for the Tyler/New World CAD, Police and Fire RMS. KenCom has received the 9-1-1 reimbursement funds from Montgomery and the building of additional receive sites in Montgomery was discussed.

Personnel Committee Report – No Report

Executive Board Report – No Report

Finance Committee Report:

Operation Bills – Spang made a motion to approve the February 2018 bills for payment in the amount of \$189,918.93 seconded by Fairfield. Discussion. A roll call vote was taken with all eight members present voting aye. Motion carried.

Surcharge Bills – Spang made a motion to approve the February 2018 bills for payment in the amount of \$30,027.95, seconded by Fairfield. Discussion. A roll call vote was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

Tyler/New World CAD – Discussed in the staff report.

Grundy County 9-1-1 Backup – Bergeron stated Grundy County is still working to get connected to the Starcom radio system, which has delayed them from becoming KenCom's full backup center.

Everbridge – No Report

Any Other Old Business – None

Flanders called for New Business:

Policy and Procedures – Stein reviewed the revised policies contained in the packet. Fairfield made a motion to approve the revised polices as follows: Admittance into KenCom; Attendance and Punctuality; Confidential Information; Tow Notification, seconded by Spang. Discussion. All members present voting aye. Motion carried

Tyler/New World User Group – Bergeron stated her and Stein met with many of the police chiefs and are forming a Tyler/New World user group that will last beyond the build of the new CAD system. It was

discussed to have one group for police, one for fire and every quarter or six months bring the two groups together for items that would affect the system overall.

Agencies Connections to Tyler/New World servers – Scott Koeppel from County IT explained how all agencies will be connecting to the servers at KenCom in order to get access to the police and fire records. This is up to each agency, not KenCom, to have a connection into KenCom to get that information. Koeppel explained the different options to connect into KenCom. Discussion ensued.

Other New Business – Bergeron stated KenCom and Grundy County 9-1-1 each have two Viper phone systems, one at their main centers and one at their backup centers. With KenCom and Grundy looking to be each other's backup, the Viper System can do two separate nodes, one at KenCom and one at Grundy. This would allow KenCom dispatchers to log on the Viper node at Grundy and have all of KenCom's phone resources available to them and vice versa if Grundy has to come to KenCom. Bergeron stated the State of Illinois has a grant called NG9-1-1 which with the nodes would open up KenCom and Grundy County to the possibility of regionalization with other centers down the road, which is the scope of the grant. Both KenCom and Grundy County applied for the NG9-1-1 Expenses Grant and KenCom's portion alone is \$188,876.41. Discussion ensued.

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 1st.

Flanders stated the next Operations Board Meeting is Wednesday, March 14th, 2018 at 2:00 p.m. Spang made a motion to adjourn the meeting, seconded by Fairfield. All members present voting aye. Meeting adjourned at 2:47 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary