

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, April 18th, 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	
Jonathan Whowell	PPD	X	
Larry Hilt	YPD	X	
Joe Severson	Village of Newark		X
Dave Kellogg	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; Bonnie Walters, KenCom Executive Assistant; Jennette Welter Fichtel, KenCom Supervisor; Michael Salato, Lisbon Seward Fire; Kevin Norwood, Oswego Police Department.

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. 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 received an email from the Oswego Police Department mentioning a great job two of KenCom’s dispatchers (Ashley Conrad and Tyler Giannotti) did in assisting the Oswego Police Department in locating a minor runaway in a very dangerous setting. Bergeron noted that in the packet is the results of a LEADS Information Technology Security audit and KenCom passed.

Staff Report – Bergeron gave a report on Personnel as follows: The two new employees are currently in Phase 1 of KenCom’s training program. There is one employee on FMLA leave. Training as follows: Several staff have completed the recertification for CPR on April 11th. Thank you to the Oswego Fire District for the CPR training. Information as follows: KenCom enjoyed many activities for National Public Safety Telecommunicator Week April 8th-April 14th. The KenCom Employee Appreciation and Service awards dinner has been postponed and rescheduled for May 3rd. There were many agencies, businesses and individuals that recognized TC week for staff. The joint Executive/Operations Board Meeting is scheduled for May 24th at 5:30 p.m. at Blackstone Restaurant in Yorkville. KenCom received the equipment for the ANI/ALI Gateway from West for connection to the Frontier/DeKalb router. Install is scheduled for June. CAD Project Updates: The Tyler Police User Group met on Wednesday, April 4th and Tuesday April 10th to begin reviewing police nature codes. The next meeting is scheduled for May 2nd at 10 a.m. A joint meeting with the Police and Fire Tyler User Groups was on Thursday, March 5th to

review the combined police and fire nature codes. The Tyler Fire User Group will meet on Wednesday, April 18th to begin reviewing fire nature codes. KenCom was informed that Jim Lucas, our project manager, has changed positions within the company. The new project manager, Jennifer Toles, is scheduled to come out for a face-to-face meeting on May 22nd. The first Tyler build week will cover CAD from June 12th-June 16th. A response was received from Tyler after preliminary review of the submitted GIS data. County GIS along with Jennette Welter-Fichtel are working together to make the necessary changes to the data. Wireless 9-1-1 statistics for the month of March 2018 represented 76% of calls received.

Consent Agenda – Flanders called for approval of the consent agenda. Jensen made a motion, seconded by Peters to approve the consent agenda which includes approval of the March 2018 Treasurer’s Report and March 14th, 2018 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 – Spang made a motion to approve the April 2018 bills for payment in the amount of \$195,978.19 seconded by Fairfield. 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 April 2018 bills for payment in the amount of \$115,943.15 seconded by Hilt. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet. Fairfield made a motion to approve the four-year agreement with Word System for the NICE recording System for an amount not to exceed \$13,384.00, seconded by Jensen. Discussion ensued. A roll call was taken with all ten members present voting aye. Motion carried.

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 now live on their new radio system equipment and are starting to move forward with the move of KenCom’s backup center to Grundy County.

Everbridge – Whowell stated there was a presentation at the Plano Police Department on April 12th to discuss the Everbridge contract and he should be getting the contract pricing over soon from Ethel Olague. Lengthy Discussion ensued. During discussion Bergeron noted she had previously asked Olague to provide the pricing at the meeting and she did not have that available. The Operations Board cannot make a recommendation to keep Everbridge without having the pricing information, Whowell is going to reach out to Olague to get that information as soon as possible. Jensen stated the Operations Board needs to identify what they want from a mass notification system and compare the pricing that is received and determine if there is a need to look at other companies.

Any Other Old Business – D. Meyers noted he will give all of his information on the backup power at the Montgomery Water Tower to Armando Saunders to follow up on. Discussion ensued on the option of using diesel gas versus natural gas.

D. Meyers also inquired on the status of the Microwave Radio Expansion for Montgomery. Bergeron stated it is on the agenda for the Strategic Planning Committee for the May meeting.

Flanders called for New Business:

Closed Session Semi Annual Review – Spang made a motion for the Operations Board Closed Session meeting minutes to remain closed, seconded by Jensen. All members present voting aye. Motion carried.

Other New Business – Spang noted Little Rock Fox had a call at the Menards Distribution Center on April 13th and he wanted to commend that dispatcher for a job well done.

Bergeron thanked Dan Meyers for being the vice-chair on the Operations Board and stated it has been great to work with him.

Flanders stated the next Operations Board Meeting is Wednesday, May 24th, 2018 at 5:30 p.m. at Blackstone Restaurant. Spang made a motion to adjourn the meeting, seconded by Fairfield. All members present voting aye. Meeting adjourned at 2:43 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary