

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, August 15th, 2018
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Phil Smith	MPD		X
Mike Peters	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X	
Terry Klingel	YPD	X	
Joe Severson	Village of Newark		X
Jeff Mathre	NFD	X	
Jeff Spang	LRFFD	X	
Tim Wallace	LSFD	X	
Nathan King	SFD		X
Kevin Norwood	OPD	X	
Thomas Meyers	MFD	X(2:13pm)	
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant; Jennette Welter Fichtel, KenCom Supervisor; Dave Kellogg, Newark Fire Department; Patrick Pope, Lisbon Seward Fire Department; John Cornish, Oswego Fire Department.

Josh Flanders called the meeting to order and requested a roll call of the membership. Nine 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 – Whowell mentioned dispatcher, Sara Jenkins, did a great job on a call involving the Plano Police Department and went above and beyond to help.

Staff Report – Bergeron gave a report on Personnel as follows: We have two employees currently on FMLA leave. Training as follows: KenCom’s CAD Build Team have been actively learning the new CAD system and are working on data entry. Information as follows: The state has delayed announcing the final grant awards until mid-September. Server racks have been installed in Grundy County for our back-up equipment. IT is in the process of planning the relocation of servers from BK to Grundy. CAD Project Updates: AVL devices have been received and packaged for distribution. The 2nd build week of Fire RMS took place August 6th through 10th. The message switch is scheduled for installation August 13th through 15th with the connection to the state being established on August 16th. The final CAD build week will be August 21st through 23rd. Wireless 9-1-1 statistics for the month of July 2018 represented 78% of 9-1-1 calls received.

Consent Agenda – Flanders called for approval of the consent agenda. Fairfield made a motion, seconded by Spang to approve the consent agenda which includes approval of the July 2018 Treasurer’s Report and the July 18th, 2018 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Finance Committee Report:

Operation Bills – Fairfield made a motion to approve the August 2018 bills for payment in the amount of \$189,815.82 seconded by Peters. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Surcharge Bills – Fairfield made a motion to approve the August 2018 bills for payment in the amount of \$127,487.84 seconded by Peters. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet as follows: Additional memory for the three Virtual Servers that hold all of the Tyler New World/KenCom servers. The request is to purchase an additional 384gbs this fiscal year and will budget an additional 384gbs for next budget year, totaling 768gbs, for an amount not to exceed \$8500.00; Purchase and installation of two generator block heaters for the Hollenback Road and Legion Road tower for an amount not to exceed \$1,900.00. Fairfield made a motion to approve the anticipated expenses for a total amount not to exceed \$10,400.00, seconded by Peters. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Flanders called for Old Business:

Tyler/New World Update – Discussed in staff report.

Mass Notification Software – Whowell reviewed the new contract from Everbridge with the language change that was discussed at the previous meeting. Spang made a motion to recommend a five-year contract, for an annual amount of \$25,480.01, with Everbridge and move forward to the Finance Committee, seconded by Peters. Discussion. All members present voting aye. Motion carried

Any Other Old Business – None

Flanders called for New Business:

Converting Police 5 or Police 7 to Tait Microwave System – Bergeron noted yesterday at the Strategic Planning Committee, there was discussions with A Beep on converting P5 and/or P7 to the microwave ring.

Other New Business – None

Flanders stated the next Operations Board Meeting is Wednesday, September 19th, 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 2:23 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary