

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, November 14th, 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 |
| Dave Kellogg | NFD | X | |
| Jeff Spang | LRFFD | X | |
| Tim Wallace | LSFD | | X |
| Nathan King | SFD | X | |
| James Jensen | OPD | | X |
| Thomas Meyers | MFD | | X |
| 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; Mike Pruski, Sandwich 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. Fairfield made a motion to approve the agenda as submitted, seconded by Smith. Discussion. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Staff Report – Bergeron gave a report on Personnel as follows: We have one employee currently on FMLA leave. Training as follows: Lynette Bergeron, Jennifer Stein, Jennette Welter-Fichtel, Ryan Mathre and Ryan Shain attended the annual IPSTA 9-1-1 conference in Springfield November 4th through November 7th. Information as follows: KenCom received the grant award notice and have submitted acceptance to the State. KenCom will be meeting with Grundy County and West to begin the project for the Viper phone system. CAD Project Updates as follows: Fire Mobile Messaging Train-the-Trainer was completed October 16th-18th. The review of Corrections for the upgrade from V11.4 to V2017.2 occurred on October 16th. The LERMS review has been rescheduled and confirmed for November 20th. Law Mobile Messaging Train-the-Trainer sessions were held the week of October 29th and November 5th. Tyler performed a Mock Migration of MSP data moving to new pre-production environment on Friday, October 19th. There have been many issues that have been discovered and are being addressed that occurred during the mock migration. Fire RMS Train-the-Trainer is scheduled for November 12th-16th. Telecommunicator training for the Tyler New World CAD is scheduled for November 26th through November 30th for the first sessions and December 3rd through December 7th for the second sessions. Wireless 9-1-1 statistics for the month of October 2018 represented 72% of 9-1-1 calls received.

Consent Agenda – Flanders called for approval of the consent agenda. Smith made a motion, seconded by Spang to approve the consent agenda which includes approval of the October 2018 Treasurer’s Report and the October 17th, 2018 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Finance Committee Report:

Operation Bills – Spang made a motion to approve the November 2018 bills for payment in the amount of \$197,591.92 seconded by Klingel. Discussion. A roll call was taken with eight members present voting aye. Fairfield was not present. Motion carried.

Surcharge Bills – Smith made a motion to approve the November 2018 bills for payment in the amount of \$30,773.62 seconded by King. Discussion. A roll call was taken with eight members present voting aye. Fairfield was not present. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

Tyler/New World Update – Discussed in staff report.

Any Other Old Business – None

Flanders called for New Business:

Rapid SOS – Bergeron stated they learned about Rapid SOS during one of their breakout sessions at the IPSTA conference. It gives the ability if a cell phone calls 9-1-1, you can put the number into a website and it takes the GPS location from your phone and is able to locate it. It is currently free to dispatch centers. Discussion ensued.

Tyler Go Live Festivities – Fairfield made a motion for Tyler go live festivities not to exceed \$500.00, seconded by King. Discussion. All members present voting aye. Motion carried.

Policy and Procedures – Stein reviewed the updated policies contained in the packet. Smith made a motion to approve the updated Temporary Flight Restriction Request and Rerouting CDC’s policies, seconded by Peters. Discussion. All members present voting aye. Motion carried.

2018/2019 Operations Budget – Bergeron reviewed the 2018/2019 draft Operations Budget. Discussion ensued.

2018/2019 Surcharge Budget – Bergeron reviewed the 2018/2019 draft Surcharge Budget. Discussion ensued. Fairfield made a motion to move forward the 2018/2019 draft Operations and Surcharge Budgets to the Finance Committee, seconded by King. Discussion. A roll call was taken with all nine members voting aye. Motion carried.

Other New Business – Smith asked staff if they could forward him a signed copy of the Montgomery Police New World LERMS Data File Conversion agreement. Smith mentioned he has three large dispatch consoles if anyone knows of a dispatch center that can use them locally. Whowell distributed a handout with the Everbridge training schedule.

Flanders stated the next Operations Board Meeting is Wednesday, December 19th, 2018 at 2:00 p.m. Smith made a motion to adjourn the meeting, seconded by Fairfield. All members present voting aye. Meeting adjourned at 2:52 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary