

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, February 19th, 2020
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders, Chairman	OFD	X	
Armando Sanders	MPD	X	
Bobby Richardson	KCSO	X(2:02)	
Tim Fairfield	BKFD	X	
Norm Allison	PPD	X	
Ray Mikolasek	YPD	X	
Joe Severson	Village of Newark		X
Dave Kellogg	NFD		X
Dave Jordan	LRFFD		X
Tim Wallace	LSFD	X	
Nate King	SFD		X
Kevin Norwood	OPD	X	
Tom Meyers	MFD	X	
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant; Pamela Hurtig, KenCom Supervisor; Liz Palko, Montgomery Police Department.

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

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

Flanders called for Public Comment – None

Bobby Richardson joined the meeting at 2:02 p.m., which resulted in a quorum for voting purposes.

Flanders called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Dianne Biggs is currently in Phase II of the training program. Michael Hoffer (Quality Assurance Analyst) resigned from KenCom effective Feb 16th, 2020. Training as follows: KenCom will be conducting a MABAS radio drill with OFD on Tuesday, February 25th at 9 am. Tyler Giannotti and Lynsey Ingram will be attending the MABAS Conference February 26th-28th in Normal, IL. Staff will be attending a Leadership Symposium Program hosted by Illinois APCO March 11-13th at the Plainfield Fire Department. Information as follows: Kendall County GIS is providing temporary GIS support for KenCom as of December 1st, 2019 until the IGA is finalized. Economic Interest statements were mailed and are due back by May 1st. KenCom is working through a LEADS security audit that is due on March 31st. Project Updates: Tyler software (CAD, LERMS, Fire RMS, Mobiles) was upgraded to version 2019.1 on January 21st. CAD was back on-line within approximately 2 hours. All other modules were back on-line within the original estimated time of 5 hours. Reminder, any bills that are sent directly to an agency from Tyler should be turned over to KenCom (do not pay) if it is for equipment, software, services, etc. that KenCom has procured on behalf of the agency. There will be an administrative review of the newly upgraded CAD Web View on February 26th at 9 am. KenCom has received a final quote for the NICE Recording Software upgrade and staff will be moving forward on the purchase and installation of the new equipment. The quote is within the budgeted amount. After the final radio workshop meeting on January 30th, police agencies agreed upon a standardized programming format. KenCom is in the process of purchasing 15 portable radios for

testing of the P5 digital channel. That system will be up and fully functional next Thursday, February 27th. Wireless 9-1-1 statistics for the month of January 2020 represented 86% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Sanders made a motion, seconded by Mikolasek to approve the consent agenda, which includes approval of the January 2019 Treasurer’s Report and the January 15th, 2019 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:
Strategic Planning Committee – No Meeting

Finance Committee Report:

Operation Bills – Norwood made a motion to approve the February 2020 bills for payment in an amount of \$193,355.55 seconded by Allison. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Surcharge Bills – Richardson made a motion to approve the February 2020 bills for payment in an amount of \$261,322.63 seconded by Sanders. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

NG 9-1-1 Grant Phone Upgrade – Bergeron stated the final reimbursement has been submitted to the state.

Somonauk Police – Bergeron stated they received correspondence from the Village of Somonauk’s attorney for a settlement, which will be presented at the Finance Committee meeting tomorrow.

Open Meeting Act Training Certificate – Flanders reminded any Board member who has not forwarded their Open Meetings Act Certificates to KenCom to do so as soon as possible.

Flanders called for New Business:

Policy and Procedures – Richardson made a motion to approve the Trespass policy contained in the packet, seconded by Allison. Discussion. All members present voting aye. Motion carried.

Other New Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, March 18th, 2020 at 2 p.m. at KenCom Public Safety Center, Lower Level. Mikolasek made a motion to adjourn the meeting, seconded by Sanders. All members present voting aye. Meeting adjourned at 2:11 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary