

Strategic Planning Committee Meeting Minutes
Held, January 14th, 2020
2:00 p.m.

<u>Member</u>	<u>Agency</u>	<u>Present</u>	<u>Absent</u>
Dwight Baird	KCSO	X	
Mike Hitzemann			X
Larry Nelson	Member-At-Large	X	
Scott Mulliner	City of Plano		X
Jonathan Whowell	PPD	X	
Phil Smith	MPD	X	

Others Present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with four of the six members present creating the necessary quorum for voting purposes.

Nelson called for a motion to approve the agenda with the amendment to 7A to read Development of Fire 3 Channel for Digital. Baird made the motion to approve the agenda as amended, seconded by Whowell. All members present voting aye. Motion carried.

Public Comments: None

Consent Agenda – Nelson called for a motion to approve the Consent Agenda. Baird made the motion, seconded by Whowell, to approve the Consent Agenda as follows: Approval of the October 16th, 2018 Strategic Planning Committee minutes; February 19th, 2019, June 18th, 2019 and October 15th, 2019 Strategic Planning Committee meeting notes. All members present voting aye. Motion carried.

Nelson called for Old Business:

Grundy County 9-1-1 Backup/Microwave Radio Expansion – Bergeron gave an update that they are in the process of building. The microwave equipment should be arriving in California by the end of January.

Upgrading Police 5 and/or Police 7 – Nelson stated they are expanding Police 5 and 7 and are still waiting on equipment for the transmit side but they are actively working with the equipment they have. The target completion date has been moved to the end of February. The completion will make Police 5 a digital channel, Police 7 an analog channel and diversifying the single point of failure.

Nelson called for New Business:

Development of Fire 3 Channel for Digital – Nelson stated that the fire departments would like to create Fire 3 as a digital channel. Kencom currently does not have a VHF frequency for Fire 3 and believe they can get a set of new frequencies and will need to apply and license them. After speaking to A Beep, Nelson proposed to move forward to finance an approval to complete the licensing and apply for the frequency. Smith made a motion to move forward to the Finance Committee the approval of \$3,600.00 to apply and license Fire 3, seconded by Baird. A roll call was taken with all four members present voting aye. Motion carried. During discussion, Nelson mentioned the fire departments discussed it might be best for KenCom to control the encryption keys and assign radios upon request by fire or police and return to KenCom before a radio is changed or sold. Nelson stated they are looking to do a one-time purchase of radios for police and fire and based on the numbers he was given it will be a 3-4 year rollout to purchase all the radios. KenCom does not want to own the radios, but will own the encryption key. An IGA will need to be created between KenCom and each agency. After discussion, the initial setup is to order 2-3 radios per agency, to be ready by February 28th, and test the radios for 60 days. When the initial testing is complete, purchase the remaining radios for 2020 in May. Bergeron and Nelson are going to prepare a 3-year plan on the purchase of the radios.

2020 Strategic Planning Committee Meeting Calendar – Baird made a motion to approve the 2020 Strategic Planning Committee Meeting Calendar, seconded by Whowell. Discussion. All members present voting aye, motion carried.

Any Other New Business – None

Other Business from the Floor – None

The next meeting is scheduled for Tuesday, February 18th, 2018 at the Public Safety Center, Lower Level, KenCom Conference room at 2:00 p.m.

Smith made a motion to adjourn the meeting, seconded by Whowell. All members present voted aye. Meeting adjourned at 2:58 p.m.

Respectively submitted,

Bonnie Walters
Recording Secretary