

KenCom Finance Committee Meeting Minutes
Held August 20th, 2020
9:00 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Matt Prochaska	Kendall County Board Member	X	
Dwight Baird	KCSO	X (9:03 am)	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	
James Jensen	Yorkville PD	X	

Others present: Lynette Bergeron, KenCom Director; Jennifer Stein, Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Pamela Hurtig, KenCom Operations Manager.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with six of the seven members present, which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Burgner made a motion to approve the agenda, seconded by Hausler. Discussion. A roll call was taken with all seven members present voting aye. Motion carried.

Baird joined the meeting at 9:03 a.m.

Public Comment – None

Nelson called for Correspondence – Bergeron, on behalf of KenCom, expressed her condolences to Mayor Hausler for the passing of a long-term employee of Plano Police Department.

Staff Report – Bergeron gave a Personnel Report as follows: KenCom is currently down two telecommunicators. Beverly Harmes will be retiring from KenCom on August 31, 2020 after 17 years of service with KenCom. KenCom has one employee on FMLA leave and two employees on intermittent FMLA leave. KenCom is in the process of interviewing to fill four vacant telecommunicator positions. Training as follows: KenCom staff is in the process of completing Harassment Prevention for Illinois Employees, Stress Management for Public Safety Telecommunicators, Bullying and Other Disruptive Behavior, and Taped Sexual Harassment Training for Illinois Employees. Information as follows: Lynette Bergeron, Jennifer Stein, Danielle Quirk and Beverly Harmes attended the Respect for Law Banquet on July 24th, 2020. We are proud to announce Danielle Quirk won Telecommunicator of the Year. Both Beverly Harmes and Melissa Lardi were also nominated. KenCom has now converted all staff emails from the county’s email system to KenCom’s email system. All KenCom employees and distribution group emails will end with @KenCom911.com. Project Updates as follows: The microwave is up and stable between Grundy and KenCom and KenCom’s servers have been relocated to Grundy. Staff, IT and member agencies have met with Kim Knutsen and Angi Ostrom to discuss upgrading New World software to 2020.1 HF2. The upgrade is required to allow the new NIBRS module to work properly which police agencies are required to begin using on January 1st, 2021. NICE Recording Software Upgrade is waiting in the queue for a project start date. A Beep is in the process of programming the portable radios. ABeep has completed programming Oswego Police and Yorkville Police Department’s existing portable radios. Within the next couple of weeks the portables will be distributed to the rest of the police agencies. The radio users group has met to discuss creating/revising KenCom policies to include the usage of P5. The Memorandum of Understanding will be sent to all police agencies for signatures in the near future. CAD Wireless 9-1-1 statistics for the month of July 2020 represented 91% of calls received.

Closed Session Meeting Minutes – None

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Jensen to approve the consent agenda, which includes approval of the following: July 16th, 2020 Finance Committee Meeting Minutes; July 2020 Treasurer’s Report. A roll call was taken with all seven members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – No Meeting

Strategic Planning Committee Report – No Meeting

Operations Board Chair Report – Bergeron stated they presented and approved a revised severe weather policy. There was a presentation on the license plate readers with discussion from the police agencies.

Finance Committee Report:

Approval of Bills:

Operation Bills – Witek made a motion to approve the August 2020 Operation Bills, in the amount of, \$196,663.39, seconded by Prochaska. Discussion. A roll call vote was taken with all seven members present voting aye. Motion carried.

Surcharge Bills – Hausler made a motion to approve the August 2020 Surcharge Bills, in the amount of, \$36,003.58, seconded by Burgner. Discussion. A roll call was taken with all seven members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Nelson stated it is complete and up and running.

Upgrading Police 5 and/or Police 7 – Bergeron stated they have a radio users group that is working on policy changes in KenCom to incorporate the P5 and P7.

IPFlex – Bergeron stated they have everything up and ready and are testing the lines. They are hoping to be up and running in the next three weeks.

Development of Fire 3 channel to be Digital – Nelson stated they received the license, and will go back to the Strategic Planning Committee to continue moving forward with the new fire channel.

Open Meeting Act Certificates – Bergeron stated they received a resolution from KenCom’s attorney which needs to go back for some revisions. Witek mentioned prior to an appointment of a new member he would like it to be a requirement to have a copy of the certificate filed at KenCom.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Backup Center (Bristol Kendall Fire) – Bergeron stated she would follow up from an email she sent to Chief Bateman.

License Plate Reader – Nelson stated there was discussion at the Operations Board meeting, no one was against the license plate readers, and some police agencies spoke highly of it. The plan is to move it to the Strategic Planning Committee and invite all Operation Board members that would like to analyze further. Witek stated at his capacity as the Executive Board Chair, he has been contacted by at least one person from our agencies that has significant decent against the license plate reader. Witek would like to make sure all questions by all agencies involved are answered prior to any final decisions. Discussion ensued.

3-Year Audit Contract – Witek made a motion to approve a 3-year contract for audit services from Mack and Associates, seconded by Prochaska. Discussion. A roll call was taken with all seven members present voting aye. Motion carried.

Any Other New Business – None

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday September 17th, 2020 at the Public Safety Center - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Prochaska. All members present voting aye. Meeting adjourned at 9:29 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary