

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, September 16th, 2020
2:00 p.m.
Oswego Fire Station 1, Training Room**

Member	Agency	Present	Absent
Dan Schiradelly	OFD	X	
Liz Palko	MPD	X	
Jason Langston	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X(1:12pm)	
Ray Mikolasek	YPD	X	
Joe Severson	Village of Newark		X
Jeff Mathre	NFD		X
Dave Jordan	LRFFD		X
Tim Wallace	LSFD	X	
Zach Morel	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; Adam Votava, KenCom Supervisor; Pamela Hurtig, KenCom Operations Manager.

Kevin Norwood called the meeting to order and requested a roll call of the membership. Eight of the fourteen members were present which resulted having a quorum for voting purposes.

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

Norwood called for Public Comment – None

Norwood called for Correspondence – Bergeron stated she received an email from a secretary at Circle Center Grade School thanking dispatcher Beverly Harmes in regards to a 9-1-1 call she took for being professional and handling the call well.

Staff Report – Bergeron gave a Personnel Report as follows: KenCom has three new employees starting on September 22, 2020. KenCom has one employee on FMLA leave and two employees on intermittent FMLA leave. Training as follows: Supervisor’s Adam Votava and Jaymee Goodspeed and Operations Manager Pamela Hurtig will be attending 9-1-1 Center Supervisor presented by NENA October 27th through October 29th, 2020. Jen Stein, Lynette Bergeron and Ryan Shain attended text to 9-1-1 administrative training and train the trainer on August 31st, 2020. Information as follows: 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. Grundy made some changes to their monitor configuration, which requires new cables to allow KenCom to utilize Grundy’s monitors. Grundy has already ordered the cables. 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. At the last status meeting, during the call Tyler/New World announced they believe the state of Illinois does not have a deadline of December 31st and not willing to give the police agencies training to build the backend for the NIBRS. KenCom is working closely with the police agencies to stay on target for December 31st and pushing Tyler/New World to honor their promise. The NICE recording system upgrade equipment has been installed and we have a go live date the week of October 19th, 2020. ABeep has distributed the portable

radios and will be conducting training with the agencies over the next couple of weeks. The radio users group has met to discuss creating/revising KenCom polices to include the usage of P5. Policy changes were discussed and once those changes are made the radio users group will meet again to discuss. 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 August 2020 represented 91% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Norwood called for approval of the consent agenda. Mikolasek made a motion, seconded by Schiradelly to approve the consent agenda, which includes approval of the August 2020 Treasurer’s Report and the August 19th, 2020 Operations Board Minutes. All members present voting aye. Motion carried.

Norwood called for the Standing Committee Reports:

Strategic Planning Committee – Bergeron stated they met via zoom and Nick Bloom from Flock Safety was on to answer questions about the license plate readers. There was a motion from the Committee to move the license plate readers to the Operations Board and Finance Committee for the September meetings.

Finance Committee Report:

Operation Bills – Schiradelly made a motion to approve the September 2020 bills for payment in an amount of \$193,458.50, seconded by Wallace. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Surcharge Bills – Schiradelly made a motion to approve the September 2020 bills for payment in an amount of \$325,118.34, seconded by Mikolasek. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – None

Jonathan Whowell joined the meeting at 2:12 pm.

Norwood called for Old Business –

Backup Center – Bergeron stated she had reached out to Chief Bateman at Bristol Kendall Fire and did hear back that they have no problem for KenCom to keep their backup center there. The Strategic Planning Committee had asked Bergeron to put together a cost to keep the center running. Grundy County will remain KenCom’s full backup site; Bristol Kendall would only be used in a situation where staffing would need to be split.

License Plate Reader – Bergeron stated it was discussed in the Strategic Planning Committee meeting and will be coming back to the Operations Board in September. Bergeron mentioned the power point was in last month’s board packet if anyone would like to look at it and forward any questions to her. Discussion ensued on the different ways the license plate readers can be utilized which benefits the public and reduces crime.

Norwood called for New Business:

2021 Operations Board Meeting Calendar – Schiradelly made a motion to approve the 2021 Operations Board Meeting Calendar, seconded by Fairfield. Discussion. All members present voting aye. Motion carried.

Policy and Procedures – None

Other New Business – Bergeron mentioned the current KenCom newsletter is contained in the packet.

Closed Session – None

Norwood stated the next Operations Board Meeting is Wednesday, October 14th, 2020 at 2 p.m. at the Oswego Fire Station One Training Room. Schiradelly made a motion to adjourn the meeting, seconded by Whowell. All members present voting aye. Meeting adjourned at 2:31 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary