

**KenCom Finance Committee Meeting Minutes**  
**Held December 17<sup>th</sup>, 2020**  
**9:00 a.m.**  
**Via Zoom Conference Call**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
Matt Prochaska	Kendall County Board Member		X
Dwight Baird	KCSO	X	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	
James Jensen	Yorkville PD		

Others present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Pamela Hurtig, KenCom Operations Manager; 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 six of the seven members present, which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Hausler made a motion to approve the agenda, seconded by Burgner. Discussion. A roll call was taken with all five members present voting aye (Jensen was not present for the vote). Motion carried.

Public Comment – None

Nelson called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: KenCom’s two trainees are in Phase 2 of the call taking portion of the training program and will begin working independently for four weeks before beginning fire dispatch. Roshanda Chamberlain, Kayla Cluchey, Latina Cooper and Lakyn Hudziak started employment with KenCom on December 14<sup>th</sup>. KenCom has one employee on FMLA leave and one employee on intermittent FMLA leave. Training as follows: KenCom staff were trained on the text to 9-1-1 software the week of November 9<sup>th</sup>, 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 between Grundy and KenCom went off-line on November 23<sup>rd</sup> due to a bad radio on the PSC tower. The tower climbers fixed the issue and the microwave went back online November 30<sup>th</sup> with no issues since. Four new computer towers have been ordered for our backup center at Grundy County, which will allow the backup center at Bristol Kendall Fire Station to remain open for dispatching. The upgrade to New World software 2020.1 HF2 occurred on December 9<sup>th</sup>, 2020. As of yesterday, all the mapping issues have been fixed. The police agencies will begin training for NIBRS in February. 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. The radio users group has met to discuss creating/revising KenCom policies 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. Wireless 9-1-1 statistics for the month of November 2020 represented 83% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. Baird made a motion, seconded by Burgner to approve the consent agenda, which includes approval of the November 2020 Treasurer’s Report and the November 12<sup>th</sup>,

2020 Finance Committee Minutes. A roll call was taken with all five members present voting aye (Jensen was not present for the vote). Motion carried.

Jensen rejoined the meeting at 9:05 am.

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

Strategic Planning Committee Report – Nelson stated there was discussion on the new Fire 3 Channel and are reaching out to A Beep to get a formal quote put together. They will distribute radios to the fire departments for a period of testing. License Plate Readers were discussed and an email is going out to the Sheriff and Police Chiefs to pick a representative for an Adhoc Committee to work on tasks associated with the License Plate Readers. Nelson mentioned the Strategic Planning Committee would like a report back to them by February 28<sup>th</sup>.

Operations Board Chair Report – Nelson stated the microwave between Grundy and KenCom went off-line due to a bad radio on the PSC tower. The tower climbers fixed the issue and the microwave is back online with no issues since.

Finance Committee Report:

Approval of Bills:

Operation Bills – Burgner made a motion to approve the December 2020 Operation Bills, in the amount of, \$334,377.20, seconded by Jensen. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Hausler made a motion to approve the December 2020 Surcharge Bills, in the amount of, \$89,636.19, seconded by Baird. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet. Hausler make a motion to approve the purchase of ten computer monitors, four HP computer workstations and two HP Envy Laptop computers for an amount not to exceed \$11,000.00, second by Burgner. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Nelson called for Old Business:

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Bergeron stated they are going to add a separate fiber path to Grundy County to give the agencies the ability to connect to the backbone in the event KenCom had to evacuate the main center rendering all servers at the main center inoperable. This item has been in the budget to complete but have not had the opportunity to do it yet.

Upgrading Police 5 and/or Police 7 – No Report.

IPFlex – Bergeron stated they are going to port in test numbers and KenCom and Grundy County's IT will do testing. Once the testing is completed, they will begin discussions about porting over numbers.

Development of Fire 3 channel to be Digital – Nelson stated KenCom has received their license for the new fire channel. They have reached out to A Beep to get a detailed quote to begin the build-out of Fire 3. Once Fire 3 is up KenCom will purchase and distribute a small amount of radios to the Fire Departments for a period of testing.

Open Meeting Act Resolution – Nelson is going to reach out to the Attorney General's office to clarify a question in regards to training from KenCom's attorney.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

CURES Funding – KenCom reached out to their attorney to see if KenCom qualifies for the CURE funding. After research, the operations of KenCom would qualify for local government for the CURE funding. Bergeron has put together the application from March 1<sup>st</sup>, 2020 through August 31<sup>st</sup>, 2020 asking for reimbursement for dispatch salaries

which are eligible for reimbursement. In addition, Bergeron will submit another application from September 1<sup>st</sup>, 2020 through December 31<sup>st</sup>, 2020.

Any Other New Business – Bergeron stated KenCom billed Caterpillar and did receive an official email back they have sold the building and no longer need the notifications. The notifications have been disabled and KenCom will not receive the money from Caterpillar, which was not put in the budget. Discussion ensued.

Bergeron stated Chris Kindelspire from Grundy County reached out to her in regards to applying for a grant through the State of Illinois to connect their viper phone systems to the ESInet system that the state will be creating in the future. The ESInet will make the routing of the 9-1-1 phone calls all IP based. The state is in the process of reviewing the RFP's they received. Bergeron stated the total cost to KenCom would be \$27,590.63 and the amount of the grant would be for \$21,662.50. The items the state will not pay for is lodging and travel expenses, which would be \$5,928.13. There was a consensus from the board for KenCom to move forward with applying for the grant.

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday January 21<sup>st</sup>, 2020 via Zoom Conference Call - 9:00 a.m. Hausler made a motion to adjourn the meeting, seconded by Baird. All members present voting aye. Meeting adjourned at 9:35 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary