

License Plate Reader Adhoc Committee Meeting Minutes

Held, February 3rd, 2021

1:00 pm

Zoom Video Conference

<u>Member</u>	<u>Agency</u>	<u>Present</u>	<u>Absent</u>
Bobby Richardson	KCSO	X	
Gene Morton	Plano Police	X	
James Jensen	Yorkville Police		X
Kevin Norwood	Oswego Police	X	
Armando Sanders	Montgomery Police	X	

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Pamela Hurtig, KenCom Operations Manager; Bonnie Walters, KenCom Executive Assistant; Dan Murdock, Flock Safety; Larry Nelson, KenCom Executive Board.

Morton requested a roll call of the membership. A roll call was taken with four of the five members present resulting in having a quorum for voting purposes.

Approval of the Agenda: Richardson made a motion to approve the agenda as written, seconded by Norwood. A roll call was taken with all four members present voting aye. Motion carried.

Approval of Minutes: Richardson made a motion to approve the meeting minutes from January 5th, 2021 and January 19th, 2021, seconded by Sanders. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Public Comments: None

Correspondence: Bergeron stated she received an email from a citizen of Oswego sharing his concerns with the License Plate Reader cameras. During discussion, Nelson noted that all cameras will be placed on public roads and that has always been the intention.

Old Business:

Security and User Memorandum of Understanding – Bergeron stated the drafted Memorandum of Understanding is contained in the packet for review and suggestions. Discussion ensued in regards to FOIA requests and who would fulfil those requests (KenCom or each individual agency). After discussion, Bergeron will reach out to KenCom’s attorney for their input in regards to FOIA. Bergeron will make the changes discussed with exception of the FOIA portion.

Public Relations Statement – The Committee reviewed the draft Public Relations Statement that Norwood shared. After discussion, Norwood will make the suggested changes from the committee.

System Monitoring and Audit Protocols – Dan Murdock from Flock Safety did a short presentation of the software to the end user. Discussion ensued.

Camera Placement – Discussion ensued on camera placement and finalization. There was a consensus by the committee that the camera placement location can move forward to the Finance Committee.

Protocols on Camera Movement – Nelson stated Flock is willing to train municipalities to move their own cameras. After discussion, Morton mentioned giving each agencies public works an option if they chose to move the cameras, if they chose not to the cost for Flock to move them is at the cost of the agency that purchased the camera.

New Business:

FOIA relating to License Plate Reader data – Discussed under the Memorandum of Understanding.

The next meeting is scheduled for Wednesday, February 17th, 2021 at Lakeview Grille, 604 W Veterans Pkwy, Yorkville, IL 60560 at 10:30 a.m. Richardson made a motion to adjourn the meeting, seconded by Norwood. A roll call was taken with all four members voting aye. The meeting adjourned at 2:50 p.m.

Respectively submitted,

Bonnie Walters
Recording Secretary