

**Minutes of the Executive Board Meeting
Held Thursday, November 19th, 2020
5:30 p.m.**

Member	Agency	Present	Absent
Matt Prochaska	Kendall County Board	X	
Mike Peters	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District		X
Gary Schlapp	Bristol Kendall Fire District	X	
Darald Nelson	Village of Newark	X	
Mike Veseling	Oswego Fire District		X
Jim Horton	Lisbon Seward Fire District		X
Larry Nelson	Member at Large	X (5:33 pm)	
Greg Witek	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville	X	
Terry Olson	Village of Oswego	X	
Scott Mulliner	City of Plano	X	

Others present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant; Pamela Hurtig, KenCom Operations Manager; James Bateman, Bristol Kendall Fire Department; Mike Pruski, Sandwich Fire Department; Derek Hagerty, Sandwich Fire Department; Lucas Robinson, Kendall County Record.

Greg Witek called the meeting to order and requested a roll call of the membership. Eight of the twelve members were present creating the necessary quorum for voting purposes.

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

Witek called for Public Comment –None

Witek called for Correspondence – None

Larry Nelson joined the meeting at 5:33pm.

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. KenCom completed the testing phase for new applicants the week of October 26th, 2020 and conducted interviews the week of November 2nd. Three conditional offers of employment were sent pending background and medical screenings. KenCom has two employees on FMLA leave and one employee on intermittent FMLA leave. Training as follows: On November 4th KenCom administrators were trained on the upgraded NICE Inform recording software. KenCom staff will be training on the text to 9-1-1 software the week of November 9th, 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: 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 the new cables and KenCom can now utilize Grundy's monitors. Staff, IT and member agencies have met with Kim Knutsen and Angi Ostrom to discuss upgrading New World software to 2020.1 JF2. 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. Any bills that are sent directly to an agency from Tyler should be turned over to KenCom if it is for equipment, software, services, etc. that KenCom has procured on behalf of the agency. The NICE Recording Software was successfully upgraded the week of October 19th, 2020. 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. CAD Wireless 9-1-1 statistics for the month of October 2020 represented 88% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Witek called for approval of the consent agenda. L. Nelson made a motion, seconded by Prochaska to approve the consent agenda as follows:

- Treasurer's Report – October 2020
- October 15th, 2020 Executive Board Minutes; October 22nd, 2020 Executive Board Minutes.

A roll call was taken with all nine members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – L. Nelson stated they have been working on an application for reimbursement from the state for KenCom Operating Expenses from COVID.

Report of the Executive Board Chair – None

Report of the Operations Board Chair – Bergeron stated there was a unanimous vote to pass the fiscal year 2021 budgets and move forward to the Finance Committee.

Report of the Personnel Committee – No Meeting.

Report of the Strategic Planning Committee – No Meeting.

Witek called for Old Business:

Resolution for Electronic Attendance for members – L. Nelson made a motion to approve the Resolution for Electronic Attendance for members, seconded by Prochaska. Bergeron reviewed the questions from the previous meeting. After discussion, L. Nelson made a motion to table the Resolution for Electronic Attendance until the next meeting, seconded by D. Nelson. A roll call was taken with all nine members present voting aye. Motion carried.

Budgets:

FY 2021 Operations Budget – Witek mentioned they started presenting the budget three months ago and all the Boards and Committees have seen and approved the budget to move forward to the Executive Board for a vote. Schlapp made a motion to approve the FY 2021 Operations Budget, seconded by Prochaska. Discussion ensued. A roll call was taken with all nine members present voting aye. Motion carried.

FY 2021 Surcharge Budget – Prochaska made a motion to approve the FY 2021 Surcharge Budget, seconded by L. Nelson. During discussion, Funkhouser made a motion to amend the budget to remove the License Plate Reader line item to Contingency for \$27,500.00, seconded by Olson. Peters noted there had been recent crime that had occurred where the License Plate Readers would have been a good investigative tool to have and he strongly supports them. Funkhouser stated he does not believe KenCom is the right place for the License Plate Readers and believes tools to solve crime should be done by the law enforcement agencies. L. Nelson mentioned the purchase of the police and fire radios by KenCom and Funkhouser stated that is part of communications, which makes complete sense for KenCom to run, operate and provide that technology. Schlapp mentioned he is not against the readers, but does believe KenCom will need more than the initial ten and is not against keeping them in the budget. A roll call was taken for the License Plate Reader amendment with Prochaska, Peters, Schlapp, D. Nelson, L. Nelson, Witek voting nay, Funkhouser, Olson, Mulliner voting aye. The motion does not pass. L. Nelson made a motion to approve the FY 2021 Surcharge Budget as written, seconded by Mulliner. A roll call was taken with Prochaska, Peters, Schlapp, D. Nelson, L. Nelson, Witek, and Mulliner voting aye, Funkhouser and Olson voting nay. Motion carried.

Other Old Business – None

Witek called for New Business:

Executive Board Closed Session Audio Destruction - None

Other business from the floor – None

Closed Session – None

Action after Closed Session – None

The next scheduled Executive Board Meeting is Thursday, December 24th, 2020 at 5:30 p.m. L. Nelson made a motion to adjourn the meeting, seconded by Funkhouser. All members present voted aye. Motion carried. The meeting adjourned at 6:11 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary