

**KenCom Finance Committee Meeting Minutes
Held February 18th, 2021
9:00 a.m.
Via Zoom Conference Call**

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Judy Gilmour	Kendall County Board Member		X
Mike Peters	KCSO	X	
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, 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. Burgner made a motion to approve the agenda, seconded by Jensen. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Two of KenCom’s trainees are working independently as call takers while training on fire dispatch. Three of KenCom’s trainees are in the call taking section of the training program and one was just released. Tyler Giannotti resigned from KenCom effective 2/17/21. A trainee hired on December 14th is no longer employed with KenCom as of February 5th. Training as follows: Several employees completed CPR training on January 27th with Oswego Fire. Jennette Welter-Fichtel will be attending a 6-week, web based, Certified Training Officer course with APCO beginning on March 31st. Lynsey Ingram, Cheryl Kemp and Melissa Lardi attended an online Zoom class on Communications Center Wellness on Feb 17th. Pamela Hurtig and the shift supervisors will be attending a NENA Supervisor Course on March 30th and 31st. Information as follows: KenCom is no longer operating off the County email system. All KenCom employees and distribution group emails will end with @KenCom911.com. Mack and Associates has started the annual financial audit. Marji Swanson, KenCom’s HR attorney, will be leaving Mahoney, Silverman and Cross on February 12th. Our new attorney will be Marron Mahoney. Project updates as follows: IT is in the process of loading software onto the four new computer towers for the back-up site at BK. Once the cables arrive, which are on backorder, the towers will be set-up in Grundy for testing. Police agencies participated in NIBRS training on Feb 9th. As a reminder, 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 Portable radio user 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. KenCom tested IPFlex and it went well and are in the process of spinning up call forwarding and then will be scheduled for final go live on the porting of the numbers. The License Plate Reader Committee met on January 19th, February 3rd and February 17th, 2021. The Memorandum of Understanding has a few minor changes and will be going to all attorneys for approval. The public relations statement will be moved to the Operations Board and Finance Committee and are still working on camera placement and FOIA’s. Police agencies should be on the lookout for correspondence from the Illinois State Police regarding the overhaul of the LEADS system from LEADS 2000 to LEADS 3.0. KenCom is accepting texts to 9-1-1

from all subscribers except Sprint as of Feb 11th. Discussion ensued. Wireless 9-1-1 statistics for the month of January 2021 represented 88% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. Hausler made a motion, seconded by Burgner to approve the consent agenda, which includes approval of the January 2021 Treasurer's Report and the January 21st, 2021 Finance Committee Minutes. A roll call was taken with all six members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – Jensen stated staffing levels were discussed and KenCom is currently down one dispatcher and have five in training. Dispatch start times were also discussed and will bring back to the meeting next month.

Strategic Planning Committee Report – No report.

Operations Board Chair Report – Bergeron stated the board met and passed the text to 911 policy.

Finance Committee Report:

Approval of Bills:

Operation Bills – Burgner made a motion to approve the February 2021 Operation Bills, in the amount of, \$215,837.99, seconded by Peters. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Jensen made a motion to approve the February 2021 Surcharge Bills, in the amount of, \$20,714.68, seconded by Burgner. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Grundy County 9-1-1 Backup/Fiber Connection – Discussed in staff report.

IPFlex – Discussed in staff report.

Development of Fire 3 channel to be Digital – Nelson stated they do have a quote from A Beep for the Fire 3 VHF with the encryption for \$244,000 and for the upgrade of Fire 1 to change the analog to IP for \$130,000. Nelson stated he received a lump sum and reached back out to A Beep for a break down.

Open Meeting Act Resolution – No Report

License Plate Reader – Bergeron stated the Public Relations Statement was moved out of the committee with minor changes for board approval. Stein is making some changes to the Memorandum of Understanding and will send out for all attorneys to review. Discussion ensued on FOIA.

Any other Old Business – Bergeron stated she reached out to the fire agencies to find out how many police portable radios that each would want for their command staff. The purpose was in the instance of a huge scale incident; they would be able to hear the encrypted channel on Police 5 and KenCom was going to purchase the radios. After discussion, Bergeron will get a cost and put as an action item on the next Finance Committee meeting.

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Any Other New Business – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday March 18th, 2021 via Zoom Conference Call - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Burgner. A roll call was taken with all six members present voting aye. Motion carried. Meeting adjourned at 9:37 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary