

**Minutes of the KenCom Operations Board Meeting  
Held, Tuesday, March 17<sup>th</sup>, 2021  
2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders	OFD	X	
Liz Palko	MPD	X	
Bobby Richardson	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X	
Ray Mikolasek	YPD	X	
Cliff Fox	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.

Josh Flanders called the meeting to order and requested a roll call of the membership. Nine of the fourteen members were present which resulted in having a quorum for voting purposes.

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

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated she received a letter from Chief Whowell and Lieutenant Allison from the Plano Police Department about an incident that occurred on Saturday evening when an officer needed immediate assistance during an altercation of a wanted subject. The dispatchers immediately activated the IREACH tones and units from adjacent agencies responded to help. The letter thanked the dispatcher for her compassion and professionalism throughout the entire incident and dedication to serve the citizens of Kendall County and all the Public Safety entities and should not go unnoticed. It also stated, repeatedly we are all reminded that dispatchers in this county are the lifeline for all police officers and cannot thank them enough for their continued excellent performance.

Staff Report – Bergeron gave a Personnel Report as follows: Two of KenCom’s trainees are working independently as call takers and fire dispatch while training on police dispatch. Three of KenCom’s trainees are working independently as call takers while training on fire dispatch. KenCom is currently down one telecommunicator, with five in training. Training as follows: Jennette Welter-Fichtel will be attending a 6-week, web based, Certified Training Officer course with APCO beginning on March 31<sup>st</sup>. Pamela Hurtig and the shift supervisors will be attending a NENA Supervisor Course on March 30<sup>th</sup> and 31<sup>st</sup>. Lynette Bergeron and Pamela Hurtig attended the APCO Leadership Symposium on March 12<sup>th</sup>. Information as follows: KenCom is no longer operating of the county’s email system. All KenCom employees and distribution group emails will end with @KenCom911.com. Please make sure you make the necessary changes. Project Updates as follows: IT is in the process of loading software onto the four new computer towers for the back-up site at Grundy. Once the cables arrive, which are on backorder, the towers will be set-up in Grundy for testing. Reminder that 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 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. IPFLEX testing went well and AT&T will be scheduling to port the telephone numbers. The License Plate Reader Committee met on February 17<sup>th</sup>, March 2<sup>nd</sup> and March 16<sup>th</sup>. The committee is in the process of creating a Memorandum of Understanding for the use of the license plate reader software, public relations statement, system monitoring and audit protocols, camera placement and protocols on camera movement. 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. Correspondence will be directed to each agency's LEADS Agency Coordinator. KenCom is now live as of March 9<sup>th</sup> with Text to 9-1-1. Wireless 9-1-1 statistics for the month of February 2021 represented 88% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Mikolasek made a motion, seconded by Fairfield to approve the consent agenda, which includes approval of the February 2021 Treasurer's Report and the February 17<sup>th</sup>, 2020 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:  
Strategic Planning Committee – No Meeting.

Finance Committee Report:

Operation Bills – Richardson made a motion to approve the March 2021 bills for payment in an amount of \$222,754.63, seconded by Fairfield. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Surcharge Bills – Mikolasek made a motion to approve the March 2021 bills for payment in an amount of \$58,979.56, seconded by Norwood. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:  
License Plate Reader – Discussed in staff report.

License Plate Reader Press Release – Whowell made a motion to approve the License Plate Reader Press Release and move forward to the Finance Committee, seconded by Mikolasek. Discussion. All members present voting aye. Motion carried.

Flanders called for New Business:

Semi Annual Closed Session Review – Whowell made a motion for the Operations Board closed session meeting minutes to remain closed, seconded by Fairfield. All members present voting aye. Motion carried.

Policy and Procedures: None

Other New Business – Bergeron stated the Net Motion license contract expired this year and will be on a subscription basis going forward. Bergeron continued the net motion licenses should only be put on the MDT devices and as of now 148 of the 155 licenses are in use. Bergeron was able to get one more year at the same price but after that the Net Motion licenses will significantly go up.

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, April 14<sup>th</sup>, 2021 at 2 p.m. at the Oswego Fire Station One Training Room. Fairfield made a motion to adjourn the meeting, seconded by Wallace. All members present voting aye. Meeting adjourned at 2:20 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary