

**Minutes of the Executive Board Meeting
Held Thursday, February 25th, 2021
5:30 p.m.**

Member	Agency	Present	Absent
Brian DeBolt	Kendall County Board		X
Dwight Baird	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
James Bateman	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	
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; Dave Kellogg, Newark Fire Department; Lucas Robinson, Kendall County Record.

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

Witek called for a motion to approve the agenda. Veseling made a motion to approve the amended agenda to move item 11B after item 8, seconded by Baird. Discussion. All members present voting aye. Motion carried

Witek called for Public Comment –None

Witek called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Two of KenCom's trainees are working independently as call takers and fire dispatching. They will begin police dispatch training in two weeks. Three of KenCom's trainees are working independently as call takers and will begin fire dispatch training. Danielle Quirk resigned from KenCom effective 1/11/21 and went to Joliet Dispatch. Tyler Giannotti resigned from KenCom effective 2/17/21 and went to the Sheriff's office as a road deputy. A trainee hired on 12/14/20 is no longer employed with KenCom as of 2/5/21. KenCom is currently down one employee that is budgeted. Training as follows: All KenCom staff have been trained on the text to 9-1-1 software and we are now accepting live text to 9-1-1 calls for AT&T, Verizon and T-Mobile and waiting on testing with Sprint. Admin staff have completed the customization of the Guardian Tracking Software. Supervisors and telecommunicators will be trained and hope to be live with the software on March 1st. Telecommunicators attended in-house training on fire recommendations and TTY. Several

employees completed CPR training on January 27th with Oswego Fire District. KenCom thanks Oswego Fire for always providing CPR training. Jennette will be attending APCO's 6-week, web based, Certified Training Officer course. Three employees attended an on-line zoom class on Communications Center Wellness on February 17th. Pamela Hurtig and the shift supervisors will be attending NENA's Supervisor Course on March 30 and 31st. 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. Mack & Associates has started the annual financial audit and it should be completed soon. KenCom's HR attorney, Marji Swanson, has left Mahoney, Silverman & Cross as of February 12th. KenCom's new HR attorney will be Marron Mahoney. Project Updates: Computers will be installed at our backup center at Grundy tomorrow and will then test to make sure all is working well. Police agencies participated in NIBRS training and they are in the process of completing the necessary work in order to start NIBRS reporting. 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 police radio users group will be meeting again to discuss a new policy for P5 and finalize the MOU. IPflex has been tested and they will be adding features, such as call forwarding in the new few days and will then go live with IPflex. The License Plate Reader Committee continues to meet and has approved the Press Release to move forward to the Operations Board. Work continues on the security and user Memorandum of Understanding, minimum criteria for polices for participating agencies, which will include minimum audit protocols and final camera placement. Illinois State Police is upgrading LEADS 2000 to LEADS 3.0. Agencies should be on the lookout for correspondence from ISP on the progress. CAD 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 – Witek called for approval of the consent agenda. D. Nelson made a motion, seconded by Thompson to approve the consent agenda as follows:

- Treasurer's Report – November 2020, December 2020, January 2021
- November 19th, 2020 Executive Board Minutes

All members present voting aye. Motion carried.

License Plate Reader Contract – L. Nelson stated the AdHoc Committee has been meeting multiple times to work on the Memorandum of Understanding, the press release and camera placement. Bergeron gave a presentation on the tentative camera placements that the AdHoc Committee has been working on. L. Nelson made a motion to approve the Flock Contract in the amount of \$27,500.00 subject to attorney approval, seconded by Thompson. Discussion ensued. Olson questioned if KenCom needs to have insurance on the cameras and Bergeron will reach out to Flock for clarification. Funkhouser stated the contract reads that it is a 24-month term, with an auto renewal annually unless KenCom notifies in advance of termination. The first year is \$27,500.00 and the second year, if renew, would be lower because there is an installation fee of \$250.00 for each camera the first year. Funkhouser asked that because of the research that was done and that Flock Safety has been the preferred vendor for the cost and system operations, that is why KenCom did not go out to public bid. L. Nelson stated that is a correct statement. A roll call vote was taken with Baird, Thompson, Bateman, D. Nelson, Veseling, L. Nelson, Witek, Olson and Mulliner voting aye, Funkhouser voting nay.

Standing Committee Reports:

Report of the Finance Committee – L. Nelson stated the 2020 audit is in the process and are within budget.

Report of the Executive Board Chair – None

Report of the Operations Board Chair – Bergeron stated there was nothing significant to note.

Report of the Personnel Committee – No Meeting.

Report of the Strategic Planning Committee – L. Nelson stated they are working with A Beep in getting a detailed quote for Fire 3. Witek stated when the committee was formed, Mike Hitzemann, was put on the committee and is now retired and is attending less meetings. Witek would like Hitzemann to remain on the committee because of the knowledge he brings, but would like to add an additional fire representation that can be at the meetings full time. Witek opened up to the Board for recommendations and asked that the fire agencies go back and find a representative and reach out to him.

Witek called for Old Business:

IP Flex – Discussed in staff report.

Development of Fire 3 Channel to be Digital – L. Nelson stated they have the license and have a quote from A Beep and are waiting on the itemized quote. Once Fire 3 is up and working, they will distribute testing radios to the fire departments to do heavy testing and move forward after the testing. Discussion ensued.

Other Old Business – None

Witek called for New Business: None

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, March 25th, 2020 at 5:30 p.m.

Thompson made a motion to adjourn the meeting, seconded by Veseling. All members present voted aye. Motion carried. The meeting adjourned at 6:17 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary