

**Minutes of the KenCom Operations Board Meeting**  
**Held, Tuesday, May 19<sup>th</sup>, 2021**  
**2:02 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
Patrick Pope	LSFD	X	
Zach Morel	SFD	X	
Kevin Norwood	OPD	X	
Tom Meyers	MFD		X
	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Pamela Hurtig, KenCom Operations Manager; Bonnie Walters, KenCom Executive Assistant.

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

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

Norwood called for Public Comment – None

Norwood called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: All four trainees are working independently as call takers and fire dispatchers and begin training in police dispatch on May 24<sup>th</sup>. Two of our trainees are expected to be released from the training program by the end of May. Trainee, Lakyn Hudziak, resigned from KenCom effective May 5<sup>th</sup>, 2021. Supervisor Jaymee Goodspeed resigned from KenCom and her last day will be May 26<sup>th</sup>. KenCom is currently down two telecommunicators and one supervisor. A job ad was posted on Indeed and KenCom received twenty-three applications. Surrounding dispatch agencies are facing the same turnover with multiple job openings. Typing tests and speed interviews were conducted on Friday, May 14<sup>th</sup>. Ten candidates are left to take the written online test. Training as follows: Lynette Bergeron, Jennifer Stein and Pamela Hurtig attended the Denise Amber Lee Leadership Symposium on Wednesday, May 5<sup>th</sup>, 2021. Jennette Welter-Fichtel completed the 6-week APCO Certified Training Officer Course on May 4<sup>th</sup>. Information as follows: KenCom is no longer operating off 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. Email forwarding from the old email addresses will end December 1<sup>st</sup>. Project Updates as follows: IT is ready to install back-up computers in Grundy's equipment room. Any bills that are sent directly to an agency from Tyler should be turned over to KenCom (do not pay) 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. The Memorandum of Understanding will be sent to all police agencies for signatures in the near future. The fire 3 project is underway and ABeep has ordered the necessary equipment. IPFLEX testing went well and AT&T is scheduled to port the numbers on May 20<sup>th</sup>, 2021. The License Plate Reader Committee met on April 20<sup>th</sup>, 2021. The committee is in the

process of creating a Memorandum of Understanding for the use of the license plate reader software and has completed the public relations statement, system monitoring and audit protocols, camera placement and protocols on camera movement. Staff met with the attorney on April 7<sup>th</sup> to finalize language in the MOU. 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 (LAS). Wireless 9-1-1 statistics for the month of April 2021 represented 86% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Norwood called for approval of the consent agenda. Morel made a motion, seconded by Mikolasek to approve the consent agenda, which includes approval of the April 2021 Treasurer's Report and the April 14<sup>th</sup>, 2021 Operations Board Minutes. All members present voting aye. Motion carried.

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

Finance Committee Report:

Operation Bills – Whowell made a motion to approve the May 2021 bills for payment in an amount of \$308,623.86, seconded by Palko. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Surcharge Bills – Whowell made a motion to approve the May 2021 bills for payment in an amount of \$10,676.99, seconded by Mikolasek. During discussion Bergeron noted that Greg Witek and Larry Nelson presented a plaque to Bob Hausler at his last city hall meeting, thanking him for his service on the KenCom Executive Board. A roll call was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – None

Norwood called for Old Business:  
License Plate Reader Press Release – Discussed in staff report.

Norwood called for New Business:

Policy and Procedures – Stein reviewed the revised policy contained in the packet. Mikolasek made a motion to approve the revised GPS Monitoring (Bischof Law Violations) policy, seconded by Fox. Discussion. All members present voting aye. Motion carried.

Other New Business – Norwood asked in regards to the fire upgrade if they created a user group like they did for the police and Bergeron replied they are not ready yet but will be creating one.

Closed Session – None

Norwood stated the next Operations Board Meeting is Wednesday, June 16<sup>th</sup>, 2021 at 2 p.m. at the Oswego Fire Station One Training Room. Whowell made a motion to adjourn the meeting, seconded by Palko. All members present voting aye. Meeting adjourned at 2:16 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary