

KenCom Finance Committee Meeting Minutes
Held June 17th, 2021
9:00 a.m.
KenCom Public Safety
1100 Cornell Lane, Yorkville
Emergency Operations Center

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Brian DeBolt	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Zoila Gomez	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.

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. DeBolt made a motion to approve the agenda, seconded by Witek. Discussion. All six members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – Bergeron received notification from FEMA that they were denied the FEMA Grant for all the overtime directly related to COVID. Bergeron submitted an amount of \$20,945.05 and they denied \$20,575.51 for all the labor costs because KenCom is not classified as First Responders so therefore were ineligible. The \$369 that could have been available from the grant but was under the threshold of the minimum \$3,300 so was denied in full. Bergeron stated they did get approval from the State of Illinois for the NG911 Grant which will give KenCom a module to the new phone system to start accepting NG911 calls when the state completes their NG9-1-1 project. The grant was in the amount of \$23,162.50.

Staff Report – Bergeron gave a Personnel Report as follows: Two trainees are working independently as call takers and fire dispatchers and began training in police dispatch on May 24th. Two of our trainees were released from the training program May 21st and now working independently as a telecommunicator in all disciplines. Former supervisor Jaymee Goodspeed remained with KenCom as a telecommunicator. KenCom is currently down one telecommunicator and one supervisor. A job ad was posted on Indeed and KenCom received twenty-three applications. Typing tests and speed interviews were conducted on Friday, May 14th. Full interviews for ten applicants were completed the week of June 7th. Three candidates will be selected to move on the background phase of our hiring process. Training as follows: All KenCom employees are currently completing training for LEADS 3.0. Jen Stein, Pamela Hurtig and Lynette Bergeron attended the Carbyne Innovation Summit on June 3rd. Lead Trainer, Sarah Berry, is providing one-on-one training during the month of June on call transferring protocols and TTY communications. 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 1st. Project Updates as follows: IT installed the back-up computers in Grundy’s equipment room. Jen Stein and Pamela Hurtig will be testing at Grundy to ensure everything works properly. 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 live on May 20th, 2021 and the cutover went well for the numbers that were scheduled to be ported. AT&T is still working on porting over the Sandwich Fire Department's phone line and the Sheriff's Office lines, as well as some of the KenCom lines will be ported over at a later date. The License Plate Reader Committee met on April 20th, 2021. A copy of the final draft of the Memorandum of Understanding that included all revisions from KenCom's attorney was given to the agencies. The agencies are in the process of getting approval from their respective attorneys for the final document to be ready for approval. The committee has completed the public relations statement, system monitoring and audit protocols, camera placement and protocols 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 (LAS). Wireless 9-1-1 statistics for the month of May 2021 represented 88% of calls received. Text to 9-1-1 totals for the month of May 2021 were 6.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. Jensen made a motion, seconded by Witek to approve the consent agenda, which includes approval of the May 2021 Treasurer's Report and the May 20th, 2021 Finance Committee Minutes. All six members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – No meeting.

Strategic Planning Committee Report – No meeting.

Operations Board Chair Report – Bergeron stated the action items on the agenda were approved.

Finance Committee Report:

Approval of Bills:

Operation Bills – DeBolt made a motion to approve the June 2021 Operation Bills, in the amount of, \$221,496.62, seconded by Witek. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Witek made a motion to approve the June 2021 Surcharge Bills, in the amount of, \$14,408.70, seconded by DeBolt. Discussion ensued. 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 the staff report.

IPFlex – Discussed in staff report.

Development of Fire 3 channel to be Digital – Nelson stated they are moving forward and hope to have testing ready by August.

License Plate Reader – Discussed in the staff report.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Fiscal Year 2020 Audit – Baird made a motion to approve the Fiscal Year 2020 Audit, seconded by Jensen. Discussion. All six members present voting aye. Motion carried.

Discussion of 2-1-1 – Nelson stated 2-1-1 is like a 911 service but meant for non for profit social service dissemination. Nelson continued that counties around Kendall have gone to it and thinks it is important to look at and the question being who would answer those calls if it comes to Kendall County. During discussion, Burgner expressed concern if KenCom began exploring 2-1-1 that staff already has so many projects that he did not know if they had the bandwidth to do that. Nelson mentioned the possibility of having some leadership from the Board Members. Discussion continued. Nelson advised the Finance Committee that he will be meeting with representatives of 2-1-1 to gather more information.

Discussion of UHF Frequency for EMA – Nelson stated he would like to get a frequency and put up a repeater at the Legion Road Tower for the Emergency Management Operations Center at Kendall County for their talk around. The frequency would be in the consoles but KenCom would not monitor it. Nelson stated in the next twelve months would like to get a license, antenna, and duplexer equipment at Legion Road tower with a cost less than \$10,000 out of contingency. There was a consensus from the Finance Committee to start the project now.

Any Other New Business – None

Other Business – None

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday July 15th, 2021 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Jensen made a motion to adjourn the meeting, seconded by DeBolt. A roll call was taken with all six members present voting aye. Motion carried. Meeting adjourned at 9:41 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary