

**KenCom Personnel Committee Meeting Minutes
Held, March 18th, 2021
8:03 a.m.**

Via Zoom Conference Call

Member	Agency	Present	Absent
Larry Nelson	Member At Large	X (8:09)	
Greg Witek	Little Rock Fox Fire District	X	
Josh Flanders	Oswego Fire District	X	
James Jensen	Oswego Police Department	X	
Mike Hitzemann	Bristol Kendall Fire District		X

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

Jensen called the meeting to order and requested a roll call of the membership. A roll call was taken with three of the five members present creating the necessary quorum for voting purposes.

Jensen called for a motion to approve the agenda as submitted. Witek made the motion, seconded by Flanders. Discussion. A roll call was taken with all three members present voting aye. Motion carried.

Public Comments: None

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.

Approval of Closed Session Minutes – None

Consent Agenda – Nelson asked for a motion to approve the Consent Agenda. Witek made the motion, seconded by Flanders, to approve the Consent Agenda as follows: Approval of the February 18th, 2021 Personnel Committee Minutes. A roll call was taken all three members present voting aye. Motion carried.

Jensen called for Old Business:

Review of Employee Handbook – None

Other Old Business – The county is in the process of moving to ExecuTime for payroll and will use Touchtime which is a physical time clock. Bergeron spoke to Jill Ferko and it looks like it will have everything KenCom will need and it will integrate directly into their payroll system, this is Bergeron’s recommendation. Lengthy discussion ensued.

Jensen called for New Business:

Staffing Updates – Bergeron stated they are down one employee and have five in training. Two in training are call takers and fire dispatchers and currently training on police dispatch. Three in training are call takers and training on fire dispatch. Stein stated the new style of the training program is working out very well. Bergeron stated they are going to begin advertising for the two additional dispatchers needed.

Staffing Concerns – Bergeron stated they have a lot of overtime due to staffing shortage, training and COVID.
Union Issues, Concerns – None

Closed Session Audio Destruction - None

Other Business from the Floor – None

Closed Session – None

Jensen stated the next Personnel Committee is Thursday, April 15th, 2020 at 8:00 a.m. L. Nelson made a motion to adjourn the meeting, seconded by Flanders. All members present voted aye. Meeting adjourned at 8:46 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary