

**Minutes of the KenCom Operations Board Meeting
Held, Tuesday, August 18th, 2021
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Liz Palko	MPD	X	
Bobby Richardson	KCSO	X	
Tim Fairfield	BKFD	X	
Norm Allison	PPD	X	
Ray Mikolasek	YPD	X	
Cliff Fox	Village of Newark	X(2:14)	
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; Adam Votava, KenCom Supervisor.

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

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

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated she received an email from Chief Burgner from the Oswego Police Department thanking the dispatch staff for a great job during an assist with an Aurora Police Department call, with up to fifty officers on scene. Burgner noted in the letter that they sometimes forget the challenges the KenCom team has when coordinating these types of calls and still handling the day to day business. Bergeron stated on top of this high priority call the dispatchers were working on a collision and a structure fire and did a great job working as a team.

Staff Report – Bergeron gave a Personnel Report as follows: Kayla Cluchey was released from training on August 14th and is working independently. Jaymee Goodspeed’s last day as a full-time telecommunicator was August 11th, 2021. She is now working as a part-time telecommunicator. Bill Linder, Jenny Burkart, Alexa Woodard and Dakota Peterson started employment with KenCom on August 9th. Bill has 13 years of experience with Kane County. Training as follows: Jordan Mahara and Brook Gatto attended a MABAS training in DeKalb on August 9th, 2021. 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: 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 will be scheduling a meeting to discuss creating/revising KenCom policies to include the usage of P5 and P7. The Memorandum of Understanding has been reviewed by KenCom’s legal and will be sent to all police agencies in the near future. The fire 3 project is underway and all the equipment has been installed. A Beep is coming out to install fire 3 on the consoles so they can do testing. It was discovered after go live that three-way calling is not an option with IPFlex, which changed the way

KenCom has to transfer calls. Currently we are unable to utilize Voiance (interpretation service) on the IPFlex lines as the calls have to be bridged together (three-way calling) to bring the caller, KenCom and Voiance on the line together. AT&T is unable to give us the functionality needed for a three-way call. We are working with our phone vendor to see if there is a way to complete a three-way via our phone system. The License Plate Reader Committee is meeting on August 26th, 2021 to review attorney changes and finalize the MOU. The committee has completed the public relations statement, system monitoring and audit protocols, camera placement and protocols on camera movement. IDOT permits have been applied for and we should be getting approval in the near future. LEADS 3.0 is now live and KenCom is working through a variety of issues with LEADS 3.0. The interface to Tyler New World is not fully functional and Jen Stein is working with Tyler to try and get everything resolved. Wireless 9-1-1 statistics for the month of July 2021 represented 90% of calls received. Text to 9-1-1 totals for the month of July 2021 were 6.

Cliff Fox jointed the meeting at 2:14 p.m.

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 July 2021 Treasurer’s Report and the July 14th, 2021 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 August 2021 bills for payment in an amount of \$196,518.04, seconded by Allison. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Surcharge Bills – Fairfield made a motion to approve the August 2021 bills for payment in an amount of \$403,825.05, seconded by Richardson. During discussion Bergeron noted the invoice to Tyler Technologies for \$203,523.87 will be held after approval until the credit memo’s for Brazo’s are received and applied. A roll call was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet. Fairfield made a motion to approve the anticipated expenses not to exceed \$2,900 for 2-factor authentication email security with IT Savvy, seconded by Mikolasek. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

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

Flanders called for New Business:
Policy and Procedures – None

Aurora Police Department Agreement – Bergeron reviewed the Memorandum of Understanding contained in the packet between KenCom and the Aurora Police Department allowing Aurora Police to add KenCom’s encrypted P5 channel on their radios for necessary calls. Fairfield made a motion to approve the Memorandum of Understanding between KenCom and the Aurora Police Department pending KenCom’s attorney review and the changes made as discussed, seconded by Allison. All members present voting aye. Motion carried.

Other New Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, September 15th, 2021 at 2 p.m. at the KenCom Public Safety Center, Conference Room. Palko made a motion to adjourn the meeting, seconded by Norwood. All members present voting aye. Meeting adjourned at 2:28 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary