

KenCom Personnel Committee Meeting Minutes
Held, July 15th, 2021
8:04 a.m.

Member	Agency	Present	Absent
Larry Nelson	Member At Large	X	
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; Pamela Hurtig, KenCom Operations Manager; 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 Nelson. Discussion. A roll call was taken with all three members present voting aye. Motion carried.

Public Comments: None

Correspondence: None

Approval of Closed Session Minutes – None

Consent Agenda – Nelson asked for a motion to approve the Consent Agenda. Witek made the motion, seconded by Nelson, to approve the Consent Agenda as follows: Approval of the March 18th, 2021 Personnel Committee Minutes and May 20, 2021 Meeting Notes. 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 – None

Jensen called for New Business:

Part-Time Telecommunicator – Bergeron stated they have two employees who have tendered their resignations. One employee is Jaymee Goodspeed and her last day is August 11th. Jaymee is changing her career path and has a full-time internship but could continue working for KenCom part-time but not full-time. The second employee is Tina Cooper, who is a trainee and fully trained on call taking and fire dispatch but not police dispatch. Bergeron discussed the possibility of keeping one or both of them part-time to help with the shortage on the floor. The part-time position will be under thirty hours per week. Discussion ensued.

Employee Survey – Stein stated that Hurtig put out a suggestion box in KenCom to get feedback from the telecommunicators. Stein reviewed all of the questionnaires and the responses they received. Some of the main concerns were employees are getting burnt out with all the overtime due to being short staffed, many changes happening in KenCom the last couple of years and feeling disconnected. Stein stated they had shift meetings with all three shifts to discuss further and changes that have been made so far to address the concerns. Discussion ensued.

Staffing Updates – Discussed during the Part-Time Telecommunicator discussion.

Staffing Concerns – Discussed during the Part-Time Telecommunicator discussion.

Union Issues, Concerns – None

Closed Session Audio Destruction - None

Other Business from the Floor – Bergeron said Mike Hitzemann stated at the Strategic Planning Committee meeting that he would like to stay on that committee but he would like to resign from the Personnel Committee. Nelson made a motion to pass Mike Hitzemann’s verbal resignation on the Personnel Committee to the Executive Board, seconded by Witek. All members present voting aye. Motion carried.

Closed Session – Nelson made a motion to go into closed session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Section 2.06 5 ILCS 120/2(c)(1)., seconded by Witek. A roll call was taken with all three members present voting aye. Motion carried. Closed session began at 8:41 a.m.

Open session resumed at 8:51 a.m.

Jensen stated the next Personnel Committee is Thursday, August 19th, 2020 at 8:00 a.m. L. Nelson made a motion to adjourn the meeting, seconded by Witek. All members present voted aye. Meeting adjourned at 8:52 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary