

**Minutes of the Executive Board Meeting
Held Thursday, May 27th, 2021
5:31 p.m.**

Member	Agency	Present	Absent
Brian DeBolt	Kendall County Board	X(5:40)	
Mike Peters	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
James Bateman	Bristol Kendall Fire District	X	
Darald Nelson	Village of Newark	X	
Dick Kuhn	Oswego Fire District	X	
Jim Horton	Lisbon Seward Fire District		X
Larry Nelson	Member at Large		X
Greg Witek	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville		X
Terry Olson	Village of Oswego	X (5:42)	
Scott Mulliner	City of Plano	X	

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

Greg Witek called the meeting to order and requested a roll call of the membership. Seven of the twelve members were present creating the necessary quorum for voting purposes.

Witek called for a motion to approve the agenda. Thompson made a motion to approve the agenda as submitted, seconded by Peters. Discussion. All members present voting aye. Motion carried

Witek called for Public Comment –None

Witek called for Correspondence – Bergeron stated she received a letter from Chief Whowell and Lieutenant Allison from the Plano Police Department about an incident that occurred when an officer needed immediate assistance during a foot chase. The dispatchers immediately activated the IREACH tones and units from adjacent agencies responded to help quickly. 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.

Staff Report – Bergeron gave a Personnel Report as follows: Jordan Mahara and Brooke Gatto were released from the training program on May 22nd. Two trainees are in the police phase of training while working independently as call takers and fire dispatchers. Trainee, Lakyn Hudziak, resigned from KenCom effective May 5th, 2021. KenCom is currently down one telecommunicator and one supervisor. A job ad was posted on Indeed and KenCom received twenty-three applications. Twelve applicants are being considered. Surrounding dispatch agencies are facing the same turnover with multiple job

openings. It was discussed at the Finance Committee to reach out to local colleges to try and recruit more applicants in the next round of hiring. Training as follows: Pamela Hurtig and the shift supervisors attended a NENA Supervisor Course on March 30th and 31st. Lynette Bergeron and Pamela Hurtig attended the APCO Leadership Symposium on March 12th. Lynette Bergeron, Jennifer Stein and Pamela Hurtig attended the Denise Amber Lee Leadership Symposium on Wednesday, May 5th, 2021. Jennette Welter-Fichtel completed the 6-week APCO Certified Training Officer Course on May 4th. 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. County IT recently changed out the copier at KenCom and mentioned not printing out all of KenCom's Board packets in the future. After discussion, moving forward only the agenda, staff report and any action item will be printed for the meetings. Project Updates as follows: IT installed back-up computers in Grundy's equipment room and need to test and will be ready for them to be KenCom's full backup center. KenCom is now live with the Guardian Tracking Software. Text to 9-1-1 is now live as of February 9th. KenCom applied for a grant with Grundy County through the State for NG 9-1-1 in the amount of \$23,162.50 and just received notice of award yesterday. This will give KenCom a module to the new phone system to start accepting NG911 calls when the state completes their NG9-1-1 project. 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 went live on May 20th, 2021 and the only lines that have not been moved over are the Sandwich Fire Department and all the Kendall County lines. The License Plate Reader Committee met on April 20th, 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 7th 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. Text to 9-1-1 totals for the month of April 2021 were 7.

Closed Session Minutes but do not release – None

Brian DeBolt joined the meeting at 5:40 pm.

Terry Olson joined the meeting at 5:42 pm.

Consent Agenda – Witek called for approval of the consent agenda. DeBolt made a motion, seconded by D. Nelson to approve the consent agenda as follows:

- Treasurer's Report – February 2021, March 2021, April 2021
- February 25th, 2021 Executive Board Minutes

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Bergeron stated KenCom did apply for a FEMA Grant for all the COVID related expenses and she received an email back that after processing the revised project the QA division questioned the eligibility of dispatch as First Responders. Bergeron continued that all the other 9-1-1 Centers have been denied for that same reason. The loss of overtime alone was over \$20,000 with the denial of the grant.

Blue Cross and Blue Shield issued a credit to the County and KenCom received a refund check in the amount of \$3,552.68 that will be put back in the general fund.

Report of the Executive Board Chair – None

Report of the Operations Board Chair – Bergeron stated there was nothing significant to note.

Report of the Personnel Committee – No meeting due to lack of quorum.

Report of the Strategic Planning Committee – No Meeting

Witek called for Old Business:

IP Flex – Discussed in staff report.

Development of Fire 3 Channel to be Digital – Discussed in staff report.

Other Old Business – Discussion ensued on the price fixing with Blue Cross Blue Shield and if KenCom is part of that. Witek mentioned the county would have to apply for it on their behalf and the employee's behalf. Bergeron noted she will reach out to Bob Jones at the Treasurer's Office to inquire about.

Witek called for New Business: None

Executive Board Closed Session Audio Destruction – None

Semi Annual Closed Session Review – DeBolt made a motion for the closed session meeting minutes to remain closed, seconded by Thompson. All members present voting aye. Motion carried.

License Plate Reader Press Release – Bergeron stated the press release has been approved by the License Plate Reader Adhoc Committee, the Operations Board and the Finance Committee. Thompson made a motion to approve the License Plate Reader Press Release, seconded by Peters. Discussion. All members present voting aye. Motion carried. Bergeron mentioned KenCom is not live with the camera's and are moving forward with the permit process. IDOT District One which at least four of the cameras are located has changed their permitting process and is requiring Flock to redraw all their diagrams. Once the diagrams are done, IDOT's engineer company needs to approve before moving forward with the permits. Flock anticipates having their diagrams completed in early June to submit to IDOT District One to move forward.

Other business from the floor – None

Closed Session – None

Action after Closed Session – None

The next scheduled Executive Board Meeting is Thursday, June 24th, 2021 at 5:30 p.m.

D. Nelson made a motion to adjourn the meeting, seconded by Peters. All members present voted aye. Motion carried. The meeting adjourned at 6:03 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary