

**Minutes of the KenCom Operations Board Meeting  
Held, Tuesday, September 15<sup>th</sup>, 2021  
2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders	OFD	X	
Liz Palko	MPD	X	
Bobby Richardson	KCSO	X	
James Bateman	BKFD	X	
Norm Allison	PPD	X	
Ray Mikolasek	YPD	X	
Cliff Fox	Village of Newark	X	
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; Dan Schiradelly, Oswego Fire Department.

Josh Flanders called the meeting to order and requested a roll call of the membership. Nine 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. Flanders amended the agenda to move anticipated expenses after closed session. Allison made a motion to approve the amended agenda as submitted, seconded by Mikolasek. Discussion. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Bill Linder, Jenny Burkart and Dakota Peterson are in Phase 1 of KenCom’s training program. Alexa Woodard resigned from her position as telecommunicator on Tuesday, September 7<sup>th</sup>, 2021. KenCom is currently down one supervisor and one telecommunicator position. Training as follows: Adam Votava attended a CPR class with Oswego FD on August 27<sup>th</sup>. Information as follows: Staff attended the Kendall County Association of Chiefs of Police Respect for Law Banquet on Thursday, September 19<sup>th</sup>, 2021. Jennifer Powell and Sarah Jenkins were nominated for Telecommunicator of the Year and Sarah Jenkins was selected as winner. 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 1<sup>st</sup>. KenCom Assisted the Oswego Police and Fire agencies with Prariefest by staffing the command van with a telecommunicator over Labor Day weekend. 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 sent to all police agencies for review. The fire 3 project is underway and operational. 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 met on August 26<sup>th</sup>, 2021 to review attorney changes and finalized the MOU. KenCom will be forwarding the revised MOU to KenCom's attorney for final review. 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 August 2021 represented 88% of calls received. Text to 9-1-1 totals for the month of July 2021 were 5.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Richardson made a motion, seconded by Allison to approve the consent agenda, which includes approval of the August 2021 Treasurer's Reports and the August 18<sup>th</sup>, 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 – Mikolasek made a motion to approve the September 2021 bills for payment in an amount of \$198,249.69, seconded by Richardson. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Surcharge Bills – Bateman made a motion to approve the September 2021 bills for payment in an amount of \$44,969.80, seconded by Allison. Discussion. A roll call was taken with all nine 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

2022 Operations Board Meeting Calendar – Mikolasek made a motion to approve the 2022 Operations Board Meeting Calendar, seconded by Bateman. Discussion. All members present voting aye. Motion carried.

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

Other New Business – None

Closed Session – Allison made a motion to go into closed session for Litigation, when an action against, affecting or behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Section 2.06 5 ILCS 120/2(c)(11), seconded by Meyers. A roll call was taken with all nine members present voting aye. Motion carried. Closed Session began at 2:15 p.m. Bonnie Walters left the meeting for closed session.

Open session resumed at 2:20 p.m.

Anticipated Expenses – Richardson made a motion to approve the anticipated expenses for an amount not to exceed \$37,650.00, seconded by Palko. A roll call was taken with all nine members present voting

aye. Motion carried. Bergeron stated she received a final number for the Veeam solution this morning, which is KenCom's offsite cloud backup. There is currently \$10,000 allocated in the budget and the amount received today is for an additional \$1,078.76 which includes pre-configuration of the cloud data. There was a consensus by the board to move forward to the Finance Committee with the additional \$1,078.76.

Flanders stated the next Operations Board Meeting is Wednesday, October 20<sup>th</sup>, 2021 at 2 p.m. at the KenCom Public Safety Center, Conference Room. Norwood made a motion to adjourn the meeting, seconded by Palko. All members present voting aye. Meeting adjourned at 2:25 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary