

KenCom Finance Committee Meeting Minutes
Held September 16th, 2021
9:00 a.m.
Kendall County Public Safety Center
1102 Cornell Lane, Yorkville
Emergency Operations Center

Member	Agency	Present	Absent
Greg Witek	LRFFD		X
Brian DeBolt	Kendall County Board Member		X
Dwight Baird	KCSO	X	
Zoila Gomez	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	
James Jensen	Yorkville PD		X

Others present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Pamela Hurtig, KenCom Operations Manager; Bonnie Walters, KenCom Executive Assistant; Mike Rennels, City of Plano; Josh Flanders, Oswego Fire Department.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with four members present, which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Nelson amended the agenda to move anticipated expenses after closed session. Burgner made a motion to approve the amended agenda, seconded by Baird. Discussion. All four members present voting aye. Motion carried.

Public Comment – None

Nelson 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 7th, 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 27th. Information as follows: Staff attended the Kendall County Association of Chiefs of Police Respect for Law Banquet on Thursday, September 19th, 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 1st. 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 26th, 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 – Nelson called for approval of the consent agenda. Burgner made a motion, seconded by Gomez to approve the consent agenda, which includes approval of the August 2021 Treasurer's Reports for the Surcharge and Operating Funds and the June 19th, 2021 Finance Committee Minutes. All seven members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – No Meeting.

Strategic Planning Committee Report – No Meeting.

Operations Board Chair Report – No Report.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the September 2021 Operation Bills, in the amount of, \$198,249.69, seconded by Gomez. Discussion. A roll call vote was taken with all four members present voting aye. Motion carried.

Surcharge Bills – Burgner made a motion to approve the September 2021 Surcharge Bills, in the amount of, \$44,969.80, seconded by Baird. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Nelson called for Old Business:

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

License Plate Reader – Discussed in the staff report.

Discussion of UHF Frequency for Oswego Township Road District – Nelson stated he will be meeting with Oswego Township about costs for their UHF radio that was discussed at last month's meeting.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

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

Transfer of \$1,500,000.00 from the ETSB General Fund to the Equipment Fund – Baird made a motion to transfer \$1,500,000.00 from the ETSB General Fund to the Equipment Fund, seconded by Burgner. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Transfer of \$100,000.00 from the ETSB General Fund to the Building Fund – Burgner made a motion to transfer \$100,000.00 from the ETSB General Fund to the Building Fund, seconded by Baird. Discussion. Al roll call was taken with all four members present voting aye. Motion carried.

2022 Finance Committee Meeting Calendar – Gomez made a motion to approve the 2022 Finance Committee Meeting Calendar, seconded by Burgner. Discussion. All members present voting aye. Motion carried.

FY 2022 Operations Budget – Bergeron reviewed the draft fiscal year 2022 Operation Budget. Discussion ensued. Baird made a motion to move forward the 2022 Operations Budget to the Executive Board, seconded by Burgner. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

FY 2022 Surcharge Budget – Bergeron reviewed the draft fiscal year 2022 Surcharge Budget. Discussion ensued. Burgner made a motion to move forward the 2022 Surcharge Budget to the Executive Board, seconded by Gomez. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Other Business – None

Closed Session – Nelson stated they are going into closed session for Litigation. Gomez 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 Burgner. A roll call was taken with all four members present voting aye. Motion carried. Closed Session began at 10:21 a.m. Bonnie Walters left the meeting for closed session. Dwight Baird left at 10:51 a.m. during closed session.

There was not a quorum after closed session. The remaining members made a consensus to end the meeting at 11:00 a.m.

The next Finance Committee meeting is Thursday October 21st, 2021 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center.

Respectively submitted,

Bonnie Walters
Recording Secretary