

KenCom Finance Committee Meeting Minutes

Held October 21st, 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.

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

Nelson called for a motion to approve the agenda. Jensen made a motion to approve the agenda as submitted, seconded by Baird. Discussion. All five members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – Bergeron stated they did get the final quote for insurance which will be discussed during the budget discussion.

Staff Report – Bergeron gave a Personnel Report as follows: Bill Linder has been released from training and is now working independently. Jenny Burkart and Dakota Peterson are in Phase 1 of KenCom’s training program. KenCom is currently down one supervisor and one telecommunicator position. KenCom received 57 telecommunicator applications and 8 shift supervisor applications. Thank you to the agencies that posted our job ad on their web and social media pages. Training as follows: Ashley Conrad, Jenny Burkart and Dakota Peterson attended a CPR class with Oswego FD on October 12th, 2021. Thank you to Oswego Fire for doing the CPR for KenCom’s employees free of charge. 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 testing of Fire 3 ended on October 15th and went well. 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 district 3 is about ready to approve the permits. IDOT district 1 is not responding to Flock Safety at all in regards to permits. LEADS 3.0 is now live and KenCom has worked through most of the issues that were experienced after go live. KenCom is currently working on an issue with the reporting software of the Viper

system and we do not have statistical information on wireless 9-1-1 calls for the month of September. We are hoping to have this resolved next month. Text to 9-1-1 totals for the month of September 2021 were 8.

Closed Session Minutes but do not release – Jensen made a motion to approve the closed session meeting minutes but do not release for August 19th, 2021 and September 16th, 2021, seconded by Gomez. All five members present voting aye. Motion carried.

Consent Agenda – Nelson called for approval of the consent agenda. Jensen made a motion, seconded by Baird to approve the consent agenda, which includes approval of the September 2021 Treasurer's Reports for the Surcharge and Operating Funds and the September 16th, 2021 Finance Committee Minutes. All five members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – No Report

Strategic Planning Committee Report – No Report.

Operations Board Chair Report – Bergeron stated the Operation and Surcharge Budgets were presented to the Board and were approved to move forward to the Finance Committee and the Executive Board. Fire 3 was discussed and there was a consensus to move forward the purchase of the fire portable radios to the Finance Committee.

Finance Committee Report:

Approval of Bills:

Operation Bills – Burgner made a motion to approve the October 2021 Operation Bills, in the amount of, \$314,107.10, seconded by Baird. Discussion. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Baird made a motion to approve the October 2021 Surcharge Bills, in the amount of, \$69,281.74, seconded by Burgner. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet as follows: \$1,300 additional costs for CIS Services Specialist, ALBERT sensors, which monitors all internal subnets. The budget currently has \$15,800 allocated and the additional \$1,300 will be a turnkey solution with CIS Services Specialist providing the hardware as well; \$1,250 additional costs for the VEEAM offsite cloud storage solution. The budget currently has \$10,000 allocated and with the additional \$1,250 VEEAM will pre-configure the system in the event we need to bring the data back from the cloud into our network; RedLegg for a forensic investigation on a KenCom computer that was compromised by an individual outside of KenCom for an amount not to exceed \$36,350. Nelson stated all items are in the budget and would come out of the surcharge fund. Burgner made a motion to approve the anticipated expenses not to exceed \$38,900, seconded by Baird. During discussion, Burgner asked if KenCom's legal counsel believes that the RedLegg invoice can be authorized to be an emergency expense. Bergeron read an email from KenCom's attorney, Grant Wagner, and the last sentence is in favor that the expense was an emergency. Nelson stated the emergency expense would be taken out of contingency. Burgner stated the team made a decision that day and he never doubted that the best interest of KenCom was at hand, but suggested for future to create a purchasing policy or guidelines so it is clear who has the authority to make purchasing decisions. Jensen stated it is the Director's responsibility to inform and work with the committee and he believes they had time on their hands to call a meeting for the finance members and to communicate to decide if they needed the expense. Jensen believes if the committee would have sat down together and discussed he does not believe they would be where they are at today. Nelson stated the breach happened the Friday going into Labor Day weekend and the security of KenCom data, which was unknown to what data had been corrupted into access by an individual in the Kendall County IT Department, and a decision needed to be made and does not believe time was on their side for security. Nelson continued that it was on central computer in KenCom that was sitting vulnerable. Jensen stated he believes that the decision was made in the best interest of KenCom but in the future they need to work together as a committee and collectively will make better decisions. Baird stated after speaking with Nelson and his detective sergeant, they are going to try and get restitution for the analyst cost. It was discussed to request reimbursement through KenCom's insurance company and if restitution is received to pay it back at that time. After discussion, there was a consensus for KenCom's attorney to contact the State's Attorney's office in regards to restitution for the money KenCom spent on the forensic analyst. A roll call was taken with Baird, Nelson, Burgner and Gomez voting aye, Jensen voting nay. Motion carried.

Burgner left the meeting at 9:38 a.m.

Nelson called for Old Business:

Development of Fire 3 channel to be Digital – Nelson stated they moved the testing up due to notification from Kenwood that there is a 4% increase effective November 1st. The Operations Board voted to move forward the purchase of the fire portable radios to the Finance Committee. There was a consensus by the Finance Committee to move forward and order the fire portable radios.

License Plate Reader – Discussed in the staff report. Bergeron noted the press release has been approved but are waiting until the cameras are up to release to the public.

Discussion of UHF Frequency for Oswego Township Road District – No report.

Brazo's Update – Bergeron stated they are holding the large maintenance bill for Tyler Technologies and not paying until the police departments are satisfied and functional with Brazo's. There was a status update on Tuesday and hoping the original issues will be rectified in the next week and report at next month's meeting that all issues have been addressed. Discussion ensued.

Budgets:

Operations/Surcharge Budget – Bergeron reviewed the Fiscal Year 2022 Budgets and the final insurance numbers she had received since the last meeting. Gomez made a motion to approve the revised Fiscal Year 2022 Operations and Surcharge Budgets with the actual insurance numbers in the Operations Budget, seconded by Baird. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Any other Old Business – None

Nelson called for New Business:

Fire 3 Portable Radio Purchase – Discussed in Old Business.

Finance Committee Closed Session Audio Destruction – None

Other Business – None

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday November 10th, 2021 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Gomez made a motion to adjourn the meeting, seconded by Jensen. A roll call was taken with all five members present voting aye. Motion carried. Meeting adjourned at 10:18 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary